

SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the School Governance and Operations Division

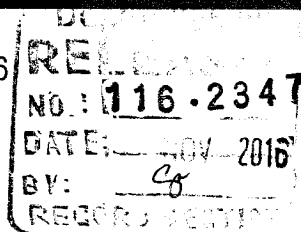
Capitol Area, Dumaguete City

www.depednegor.net

negros.oriental@deped.gov.ph

SGOD Office (035) 225 - 6180

November 10, 2016



TRAVEL ORDER

NO. 548, s. 2016

TO : MS. GEMMA O. QUIRIT - DepEd Rep., STA. CATALINA
MS. PELLUCHIE M. BILANGDAL - DepEd Rep., VALENCIA
MS. ADELAYDA F. MANABAN - DepEd Rep., SIBULAN
MS. PEREGRINA D. BOLONGAITA - DepEd Rep. VALENCIA

OFFICE : Division of Negros Oriental

PURPOSE : To attend the **CAPIN Year 4 Assessment and Planning Cum Stress Debriefing and Teambuilding Workshop**




DATE OF TRAVEL : **November 15-17, 2016**

VENUE/PLACE : **Coco Grove Beach Resort, San Juan, Siquijor**

ALLOWED/CHARGED TO: (CONSUELO/SCHOOL MOOE funds subject to the usual accounting and auditing rules and regulations)

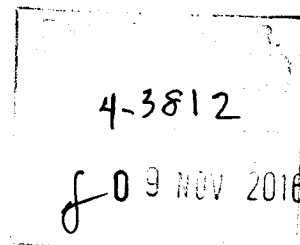
____ : Registration/Transportation and other expenses
☒ X : Meals and accommodation (**CONSUELO Foundation**)
☒ X : Transportation Expenses (charged to **School MOOE funds**)
____ : Transportation/per diem & other incidental expenses

Note: For details of the activity please refer to the attached communication.


SALUSTIANO T. JIMENEZ, CESO VI
OIC-Office of the Assistant Regional Director
Concurrent Schools Division Superintendent





November 9, 2016



MR. SALUSTIANO T. JIMENEZ, LL. B., CESO VI
OIC, Office of the Assistant Regional Director, NIR
Concurrent Schools Division Superintendent
Division of Negros Oriental
Dumaguete City

Attention: Ms. Gemma O. Quirit
DepEd Rep. Sta. Catalina

Ms. Pelluchie M. Bilangdal
DepEd Rep. Valencia

Ms. Adelayda F. Manaban
DepEd Rep. Sibulan

Ms. Peregrina D. Bolongaita
DepEd Rep. Valencia

Dear Mr. Jimenez,

Greetings!

We are pleased to invite the abovementioned names to the **CAPIN Year 4 Assessment and Planning cum Stress Debriefing and Teambuilding Workshop** on **November 15-17, 2016** at **Coco Grove Beach Resort, San Juan, Siquijor**.

The workshop aims to draw lessons from the four years of project implementation, to adjust the contents of the ongoing intervention and to identify ways to sustain the system developed through the CAPIN Project in relation to realities in the field, in the institution and/or contextual developments through the following:


1. Present and revisit July 2015 Assessment Result and Plan of Action
2. Validate the 4 year Accomplishment vis-à-vis Log Frame
3. Draw key evaluation questions to generate lessons and analyze results and impacts
4. Understand that the value of teamwork and better interpersonal dealings will effects mitigate the unnecessary effects of work-related stress
5. Identify the impact of certain stressors on an individual's ability to function effectively in both their personal and professional lives
6. Formulate work plan and identify ways for sustainability of the project

The CAPIN members' participation to this workshop is valuable to us. To facilitate the participant's travel for the duration of the workshop, Consuelo Foundation will take care of the meals and accommodation of confirmed participants. To secure your slot, kindly fill-out the confirmation form and submit to us on or before November 10, 2016. We expect though that the transportation expenses will be considered your agency's counterpart. These include expenses from the participant's residence to the sea port and back.


For any clarification with regard to this invitation, you may contact us at telephone number (035) 226-1800 or mobile number 0906-647-1097 (Dyna). We can also be reached via email at genderwave@gmail.com.

Thank you and we hope to see your representatives in the workshop.

Sincerely,


Dyna Mae B. Zerna
CAPIN Project Coordinator

Noted by:


ATTY. SHEENA A. ALESNA
GWAVE Executive Director



Title of the Activity : CAPIN Year 4 Assessment and Planning cum Stress Debriefing and Teambuilding Workshop

Venue : Coco Grove Beach Resort, San Juan, Siquijor Date : November 15-17, 2016

PARTICIPANTS' PROFILE/CONFIRMATION SHEET

Organization/ Agency					
Name				Nick Name	
Birth date (mm/dd/yy)			Age	Sex () F () M	
Position/ Designation			Email		
Telephone		Cellphone		Fax	
Number of Years in Current Position:					

Pls. send your confirmation form to: Email Address: genderwave@gmail.com

THANK YOU!!!!