



Republic of the Philippines
DEPARTMENT OF EDUCATION
Negros Island Region

SCHOOLS DIVISION OF NEGROS ORIENTAL

Office of the School Governance and Operations Division

Capital Area, Dumaguete City

www.depednegor.net

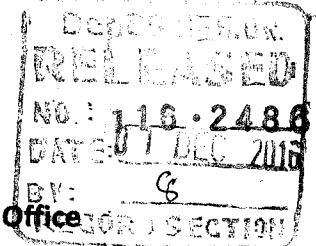
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SGOD Office (035) 225 - 6180

December 1, 2016

TRAVEL ORDER

NO. 595, s. 2016



TO : IRYLL MAE S. MACAHIG, EPS II-HRDS – Division Office

PURPOSE : TO CONDUCT MONITORING & PROVIDE TECHNICAL ASSISTANCE ON THE IMPLEMENTATION OF THE ACTION PLAN DONE DURING 3-DAY COURSE ON PERSONAL ADMINISTRATION & SUPERVISION FOR PUBLIC ADMINISTRATION

DATE OF TRAVEL : December 5 & 7, 2016- 3rd Congressional District
December 8-9, 2016- 2nd Congressional District
December 13-15, 2016- 1st Congressional District

ALLOWED/CHARGED TO: *(Subject to the usual accounting and auditing rules and regulations)*

- _____ : Registration/Transportation and other expenses
- _____ : Transportation
- _____ : Per Diems
- _____ : On official time/business only
- _____ : Charged to local funds
- ☒ X _____ : Transportation/per diem & other incidental expenses incurred shall be charged against school MOOE/local funds.


SALUSTIANO T. JIMENEZ, CESO VI

OIC - Office of the Assistant Regional Director
Concurrent, Office of the Schools Division Superintendent

SGOD/HRDS