



December 2, 2016

TRAVEL ORDER #598

TO

Erlinda N. Calumpang, Ed.D.

You are hereby directed to conduct an Orientation of the Student Teachers of Negros College, Inc. of Ayungon, Negros Oriental on Sunday, December 4, 2016.

You are entitled to a One-Day Service Credit for a Saturday or Sunday service rendered.

Transportation and travelling expenses relative to this matter shall be charged to Division/ Local MOOE funds subject to the usual accounting and auditing rules and regulations.

For your guidance.

OIC - Office of the ARD Concurrent OIC - Office of the SDS