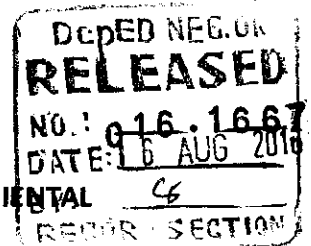




Republic of the Philippines
Region VII, Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL

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Tel. Nos: (035) 225-2838 / 225-0667/422-7644 (Schs. Division Supt's Office); (035) 225-1623 (Asst. Schs. Div. Supt's Office);
(035) 225-1622 (Promotional Section/EPSS); (035) 422-7643 (Cashier's Section); (035) 422-8511 (Planning Section);
(035) 225-6987 (Record's Section); (035) 422-5283 (Admin. Section); (035) 422-0267 (Personnel Section);
(035) 225-2376 (Guard/Medical/Dental Sections); (035) 225-2378 (ALS Section); (035) 225-7012 (PFSED Section);
(035) 225-1640 & (035) 225-6180 (Accounting Section); (035) 422-3921 (Supply Section)

August 16, 2016

TRAVEL ORDER

NO. 332 s. 2016

TO : MS. EMELYN BOLONGAITA, School Principal

OFFICE/SCHOOL : Tayasan Central School/Tayasan District

PURPOSE : To attend Planning Conference to All Learning Facilitators and
Different Working Committees in Preparation for the coming
School Heads Development Program (SHDP) – Foundational
Course

DATE : August 17, 2016

VENUE/PLACE : Manhattan Suites Inn Hotel, Dumaguete City

X-----
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

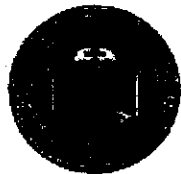
 X : Transportation/per diem and other incidental expenses incurred shall be
charged against local funds


LELANIE T. CABREREA, CESE
Asst. Schools Division Superintendent

OIC-SDS

8/16/16

LTC/bing



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
NEGROS ISLAND REGION



August 12, 2016

Regional Memorandum
No. 184, s. 2016

0:8/16/16

RELEASED	
CONTROL NO.	1547
RELEASED BY:	CP
DATE RELEASED:	8/12/16

**PLANNING CONFERENCE TO ALL LEARNING FACILITATORS AND DIFFERENT
WORKING COMMITTEES IN PREPARATION FOR THE COMING SCHOOL HEADS
DEVELOPMENT PROGRAM (SHDP) - FOUNDATIONAL COURSE**

TO: Schools Division Superintendent of:

La Carlotta City Division
Cadiz City Division
Negros Oriental Division
Escalante City Division
Bais City Division

1. In preparation for the coming School Heads Development Program (SHDP) – Foundational Course Roll-out, this office hereby request the following facilitators, and members of the committee to attend the planning conference on August 17, 2016 at exactly 8:00 in the morning until 5:00 in the afternoon at Manhattan Suites Inn Hotel Dumaguete City.

Learning Facilitators


Lenny Nillos-
Edmark Ian Cabio-
Dendy Depositarior-
✓ Emelyn Bolongaita-
Glicerio Aligato-

La Carlotta City Division
Bais City Division
Cadiz City Division
Negros Oriental Division
Escalante City Division

Different Committees

Grocelie Ragay	Bais City Division
Edfel Cabag	Negros Oriental Division
Fe Balos	NIR
Glepeeh Olasiman	NIR
Josanlo Caldera	NIR
Nestor Escobin	NIR
Antonio Raguio	NIR

2. The learning facilitators are requested to bring their laptops and cd's containing information during the National Training of Trainers (NTOT) conducted last May 15-20 in Cebu city.
3. Travelling and other incidental expenses of the participants shall be charged against school MOOE/ local funds, subject to the usual accounting and auditing procedures.
4. Widest dissemination of this Memorandum is desired.
5. This serves as travel order.


SALUSTIANO T. JIMENEZ, CESO VI
OIC Assistant Regional Director
Negros Island Region

CLMD/ktc