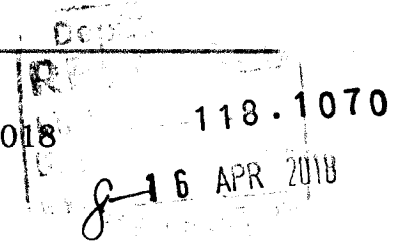




Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
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April 16, 2018



TRAVEL ORDER

No. 479 S. 2018

TO : **DR. EMMA S. MATE**
Senior Education Program Specialist

PURPOSE : To attend Turn Over Ceremony on April 17-18, 2018

DATE OF TRAVEL: April 17-18, 2018

VENUE/PLACE : Mabinay, Amlan, San Jose, Zamboanguita,
and Sta. Catalina Districts

Please refer to the attached Memorandum for the exact dates and time of Turn-Over Ceremonies.

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
- : Transportation/per diem & other incidental expenses incurred shall be charged against MOOE/local funds.

for: *Quary*
WILFREDA D. BONGALOS, Ph.D, CESO V
Schools Division Superintendent *WDB*



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL

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April 16, 2018

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TRAVEL ORDER

No. 479 S. 2018

TO : **MRS. KARLA PANESA-ANTONIO**
Education Program Specialist II

PURPOSE : To attend Turn Over Ceremony on April 17-18, 2018



DATE OF TRAVEL: April 17-18, 2018

VENUE/PLACE : Ayungon, Manjuyod, Valencia and Siaton Districts

Please refer to the attached Memorandum for the exact dates and time of Turn-Over Ceremonies.

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
- : Transportation/per diem & other incidental expenses incurred shall be charged against MOOE/local funds.

for: 
WILFREDA D. BONGALOS, Ph.D, CESO V
Schools Division Superintendent 



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
Capitol Area, Dumaguete City

March 22, 2018

DIVISION MEMORANDUM

No. 143, s. 2018

**TURN-OVER OF DONATED SLIPPERS FROM THE LATTER DAY SAINTS (LDS)
CHARITIES TO SELECTED RECEPIENT SCHOOLS**

To : All Division Chiefs
Public Schools District Supervisors/Districts-In-Charge
Public Elementary School Heads
All Others Concerned

1. The Latter Day Saints (LDS) Charities has donated over 2,000 slippers to the Division of Negros Oriental to be distributed to selected schools.
2. The recipient schools area as follows:


Canlukduhan Elementary School, Ayungon 1
Matambok Elementary School, Manjuyod 1
Brgy Site Pantao Elementary School, Mabinay 1
Barang Barang Elementary School, Mabinay 1
Bulwang Elementary School, Mabinay 2
Alagasihon Elementary School, Mabinay 2
Basakan Elementary School, Mabinay 4
Jose Remollo Elementary School, San Jose
Panusuan Elementary School, Amlan
Kaladias Elementary School, Zamboanguita
Malaunay Elementary School, Valencia
Hagikhik Elementary School, Siaton 3
Hingles Elementary School, Santa Catalina 1
San Miguel Elementary School, Sta. Catalina 4
3. Turn-over ceremony must be simple and must be held in the District Office. Participants in the turn-over ceremony are the LDS elders/representative, District Supervisor, Division ASP Coordinator, District ASP Supervisor, and School Head and Teachers of recipient schools.

22 MAR 2018
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4. Anent this, the District Adopt-A-School Program (ASP) Coordinators are requested to coordinate with the local LDS Church to be present during the turn-over ceremony. Municipalities which do not have an LDS Church may coordinate with the LDS elders in the nearest municipality.
5. Schools from different districts but within the same municipalities are requested to coordinate with each other to hold a joint ceremony in one district. Please be guided by the following schedule:

April 17, 2018	8:00 AM	Mabinay
	11:00 AM	Ayungon
	1:00 PM	Manjuyod
	3:00 PM	Amlan
April 18, 2018	4:00 PM	San Jose
	8:00 AM	Valencia
	9:30 AM	Zamboanguita
	1:00 PM	Sta. Catalina
	3:00 PM	Siaton

6. Further, District ASP Coordinators and School Heads of the recipient schools are requested to come to the Division Office on March 27, 2018 at 10:00 AM for the sorting of slippers. Please bring oversized plastic bags and/or boxes.
7. Travelling and other incidental expenses from station to division office and vice versa are chargeable against School MOOE/local funds or any available source of funds subject to the usual accounting and auditing rules and regulations.
8. **This serves as TRAVEL ORDER.**
9. For information, guidance, and compliance.


SALUSTIANO T. JIMENEZ, CESO VI
 Schools Division Superintendent
 OIC-Assistant Regional Director