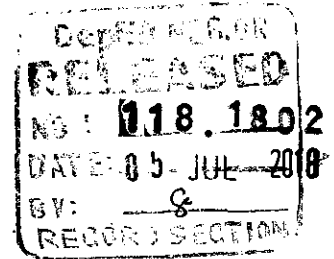


Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region VII, Central Visayas  
**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
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July 3, 2018



**TRAVEL ORDER**

NO. 492, s. 2018

**TO :** MR. REYNALD DOTE  
PDOI, YFP

**OFFICE :** Division of Negros Oriental

**PURPOSE :** To participate in the **STRATEGIC PLANNING WORKSHOP**

**DATE OF TRAVEL :** July 9-14, 2018

**VENUE/PLACE :** Mabinay Spring Resort, Poblacion, Mabinay, Negros Oriental

**ALLOWED/CHARGED TO:** Division MOOE/ OSEC funds, subject to the usual accounting and auditing rules and regulations.

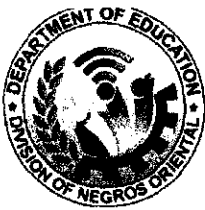
: Transportation and other incidental expenses (Division MOOE funds)

: Board and Lodging (OSEC Funds)

WILFREDA D. BONGALOS, PH.D., CESO V  
Schools Division Superintendent

7/5/18

WDB/rbp

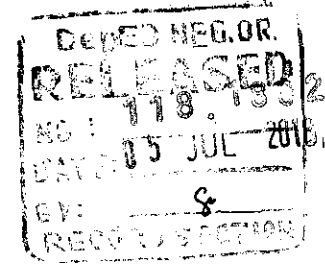


Republic of the Philippines  
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July 3, 2018



**TRAVEL ORDER**

NO. 922, s. 2018

TO : **MRS. BLANCHE V. DE LA TORRE**  
Nurse II  
Mabinay District IV

OFFICE : Division of Negros Oriental

PURPOSE : To render health service to all participants during the **STRATEGIC PLANNING WORKSHOP**

DATE OF TRAVEL : July 9-14, 2018

VENUE/PLACE : **Mabinay Spring Resort, Poblacion, Mabinay, Negros Oriental**

ALLOWED/CHARGED TO: **Division MOOE/ OSEC funds, subject to the usual accounting and auditing rules and regulations.**

: Transportation and other incidental expenses (**Division MOOE funds**)

: Board and Lodging (**OSEC Funds**)

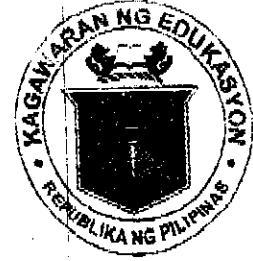
**WILFREDA D. BONGALOS, PH.D., CESO V**  
Schools Division Superintendent

*WDB*

WDB/rbp



**REPUBLIKA NG PILIPINAS**  
 REPUBLIC OF THE PHILIPPINES  
**KAGAWARAN NG EDUKASYON**  
 DEPARTMENT OF EDUCATION  
**REHIYON VII, GITNANG VISAYAS**  
**REGION VII, CENTRAL VISAYAS**  
 Sudlon, Lahug, Cebu City



**MEMORANDUM**

**TO :** Dr. Rhea Mar A. Angtud, SDS, Division of Cebu Province  
 Dr. Bianito A. Dagatan, SDS, Division of Cebu City  
 Dr. Wilfreda D. Bongalos, SDS, Division of Negros Oriental  
 Dr. Nimfa D. Bongo, SDS, Division of Bohol

**From :** JULIET A. JERITA, Ph.D., CESO IV  
 Director III  
 Officer-In-Charge

**Subject:** Request for Participation in the Strategic Planning Workshop

**Date :** July 2, 2018

1. With reference to DepEd Memorandum from Usec. Alain del Pascua, the Bureau of Learner Support Services (BLSS) through the Youth Formation Division will conduct the Strategic Planning Workshop on July 9-14, 2018 at Mabinay Spring Resort, Mabinay, Negros Oriental.
2. This activity aims to (1) revisit the YFD Vision-Mission Statement and Core Values; (2) identify the internal strengths/weaknesses of its office; (3) understands its mandate, strategic priorities and directions and align personal visions and goals with the organization.
3. Each Office/division concerned is requested to submit one (1) participant on or before July 4, 2018, with details as follows:

Division/Office	Position	Landline Number	CP Number	Email Address

4. For proper guidance and reference of all concerned, enclosed are following documents:
  - a. Enclosure No. 1 - Consolidated List of Participants
  - b. Enclosure No. 2 - Reminders and coordination instructions and proposed travel arrangements

5. The participants are expected to observe the following:

- a. Check-in date is July 9, at 3:00 pm onwards.
- b. First meal to be served is dinner and last meal is lunch on July 14, 2018.
- c. Participants are requested to stay throughout the duration of the activity.
- d. Participants are also requested to bring their own laptop and one glossy magazine for the workshop.


6. The Schools Division of Negros Oriental is expected to deploy one (1) Nurse during the whole duration of the activity to ensure the wellness of health of the participants. Attention: Dr. Wilfreda D. Bongalos, SDS, Division of Negros Oriental Province.

7. Participants shall be entitled to Compensatory – Time – Off (CTO) on training days which will fall on Saturdays, Sundays, and Holidays in accordance with the provisions of CSC and DBM Joint Circular No. 2, series of 2004.

8. For inquiries and clarifications, you may contact the ESSD Office at 032-2347062.

9. Expenses for board and lodging, training materials, and other incidental expenses to the conduct of this activity are chargeable against OSEC Funds c/o BLSS YFD Office, while travelling expenses shall be charged to the program funds downloaded to the regional office subject to the usual accounting and auditing rules and regulations.

10. For the information and appropriate action of all concerned.

  
JULIET A. JERUTA, PH.D., CESO IV  
Director III  
Officer-in-Charge