



Republic of the Philippine  
Department of Education  
Schools Division of Negros Oriental

021-0371  
01 MAR 2021



## AUTHORITY TO TRAVEL

CONTROL NUMBER

109

**REGION:** VII

**BUREAU/DIVISION:** NEGROS ORIENTAL

<b>Date of Filing</b>	March 1, 2021
<b>Name/Position/Designation</b>	<b>JAN REY A. GAITERA</b> School DRRM Coordinator
<b>Permanent Station</b>	LLMES, Siaton 3
<b>Purpose of Travel</b>	To serve as resource speaker during the conduct of DEVELOPMENT AND ENHANCEMENT OF CONTINGENCY PLANS (Typhoon, Earthquake, Armed-Conflict, & Volcanic Eruption)
<b>Activity Organized/Sponsored By</b>	SGOD - DRRM
<b>Period Covered</b> (Inclusive of Travel Time)	March 2-4, 2021 March 9-11, 2021 March 16-18, 2021
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue / Destination</b>	Mabinay National High School (March 2-4, 2021) Valencia CES (March 9-11, 2021) MEMS Conference Room, Canlaon (March 16-18, 2021)
<b>Expenses Covered</b>	Transportation & other incidental expenses (subject to the usual accounting and auditing rules and regulations)
<b>Fund Source</b> (PAP Code/....)	School MOOE
<b>Recommending Approval:</b>	<b>Approved:</b>
 <b>RACHEL B. PICARDAL, ED.D.</b> Chief, SGOD	 <b>SENEN PRISCILLO P. PAULIN, CESO V</b> Assistant Schools Division Superintendent
Date: <u>3/1/2021</u>	Date: <u>3/01/2021</u>