



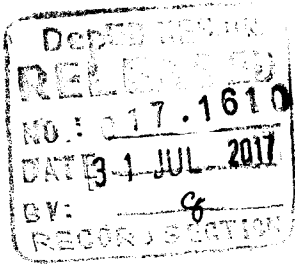
Republic of the Philippines
DEPARTMENT OF EDUCATION
Negros Island Region
SCHOOLS DIVISION OF NEGROS ORIENTAL
Capitol Area, Dumaguete City

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July 29, 2017

TRAVEL ORDER
TO:

Dr. Carmelita A. Alcala	Division Office
Ms. Rosela R. Abiera	Division Office
Ms. Katherine Y. Sedillo	Division Office
Mr. Antonio B. Baguio	Division Office
Mrs. Esterlina B. Paragoso	Division Office
Dr. Donre Mira	Division Office
Dr. Dan Alar	Division Office
Ms. Conchita Jusayan	Division Office
Mr. Jefferson Uy	Division Office



COMMITTEE FOR 2017 DIVISION TRAINING OF THE UNTRAINED TEACHERS ON K TO 12

1. Please be informed that you are requested to perform the following roles in the conduct of the **2017 Division Training of the untrained teachers on the K to 12 Basic Education Curriculum:**

Batch 1	July 31-August 2, 2017
Batch 2	August 3-5, 2017

Name	Role	Team and Venue
1. Ms. Rosela R. Abiera	<ul style="list-style-type: none">Overseer of Plaza Mar trainingFacilitates the debriefing of trainersOpens and closes the training in team B	<ul style="list-style-type: none">Teams A,B,C – Plaza MarVicente Hall
2. Ms. Katherine Y. Sedillo	<ul style="list-style-type: none">Overseer of Division Conference Room TrainingOpens and closes the training in team D	<ul style="list-style-type: none">Team D-Division Conference Room
3. Dr. Carmelita A. Alcala	<ul style="list-style-type: none">Overseer of GSP TrainingOpens and closes the training in Team E	<ul style="list-style-type: none">Team E-GSP Building
4. Mrs. Esterlina Paragoso	<ul style="list-style-type: none">Opens and closes the training in Team A for Batches 1 & 2	<ul style="list-style-type: none">Ground floor-plaza mar
5. Mr. Antonio B. Baguio	<ul style="list-style-type: none">Opens and closes the training in Team C for Batches 1 & 2	<ul style="list-style-type: none">Third floor-plaza mar
6. Dr. Dan A. Alar	<ul style="list-style-type: none">Monitors the training and checks the attendance of the participants	<ul style="list-style-type: none">Teams A,B,C- Plaza MarTeam D- Division Conference RoomTeam E-GSP Building
7. Ms. Conchita Jusayan	<ul style="list-style-type: none">Facilitates the immediate concerns of the training teams through the overseers in the Division Conference Room and GSP building (certificates)	<ul style="list-style-type: none">Team D- Division Conference RoomTeam-E- GSP Building
8. Mr. Jefferson Uy	<ul style="list-style-type: none">Facilitates the immediate concerns of the training teams through the overseer in Plaza Mar (certificates)	<ul style="list-style-type: none">Teams A,B,C- Plaza Mar
9. Dr. Donre Mira	<ul style="list-style-type: none">Attends to health concerns of the fax and pax	<ul style="list-style-type: none">Teams A-C –Plaza Mar

2. Travel and other incidental expenses are chargeable against the Division HRTD funds subject to the usual accounting rules and regulations.
3. You can avail of a one- day compensatory time-off for the Saturday service.
4. For widest dissemination.

SALUSTIANO T. JIMENEZ, CESO VI
ARD & Concurrent Schools Division Superintendent