



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Negros Island Region

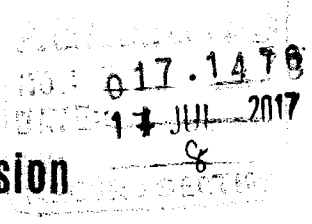
**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
**Office of the School Governance and Operations Division**

Capitol Area, Dumaguete City

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SGOD Office (035) 225 - 6180



July 17, 2017

**TRAVEL ORDER**

NO. 504, s. 2017

TO : **DAN P. ALAR , Ed. D. - SEPS- HRDS**


PURPOSE : To evaluate/ submit the required documents for the application  
of ERF, Reclassification and Conversion of Positions

DATE OF TRAVEL : July 19-20, 2017

VENUE/PLACE : DepEd RO VII , Sudlon ,Lahug , Cebu City and Department of Budget and  
Management , Cebu City

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 personal funds  
☒ : Transportation/per diem & other incidental expenses incurred shall be charged  
to Division MOOE and other local funds.

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

