



SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the School Governance and Operations Division
Capital Area, Dumaguete City

August 7, 2017

NO. 017.1687
DATE 07 AUG 2017
V: 8


AUTHORITY TO TRAVEL
NO. 571, s. 2017

TO	:	DR. MARILOU N. LOBOS MRS. PASTORA S. SOMOZA DR. VILMA S. SUMAGAYSAY DR. VILMA A. TAGUIBULOSAN MRS. LUCRECIA C. NICOLAS MRS. SUSANA Z. CAÑAVERAL MRS. ROSEMARIE S. BOHOL	- PSDS, MABINAY DISTRICT 3 -PSDS, MABINAY DISTRICT 4 -PSDS, MABINAY DISTRICT 1 -PSDS, MABINAY DISTRICT 2 -PRINCIPAL, MABINAY NHS -PRINCIPAL, MCS/SPED -PRINCIPAL, PANIABONAN HS
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OFFICE	:	Division of Negros Oriental
PURPOSE	:	To attend the Three-Day Revisiting of the municipality of Mabinay Executive-Legislative Agenda for Local Governance and Development
DATE OF TRAVEL	:	August 10-12, 2017
VENUE/PLACE	:	Nature's Village, Talisay City, Negros Occidental

ALLOWED/CHARGED TO: **(Local School Board (LSB) funds.**

- : Registration/Transportation and other expenses
- : Transportation
- : Per Diems
- : On official time/business only
- : Charged to local funds
- : Transportation/per diem & other incidental expenses


LELANIE T. CABRERA
 ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
SALUSTIANO T. JIMENEZ, CESO VI
 OIC-Office of the Assistant Regional Director
 Concurrent, Schools Division Superintendent

MAM UMMC

Republic of the Philippines
Province of Negros Oriental
MUNICIPALITY OF MABINAY
OFFICE OF THE MAYOR



"A Greener and More Organized Municipality"

August 1, 2017

SALUSTIANO T. JIMENEZ, LLB.
Schools Division Superintendent
Province of Negros Oriental

REC-4-1824
NO. 4-1824
DATED 3 AUG 2017
BY: [Signature]
RECORD SECTION

Dear Sir:

Warmest greetings!

The Municipality of Mabinay would like to convey our heartfelt gratitude in your Department's effort to capacitate LGUs. We have become more aware of our roles and responsibilities and accountabilities. More so, we have become development-oriented, innovative and responsive to the national government's development thrust as well as commitments to international declarations.

In view of this, we will be conducting three day revisiting our Executive-Legislative Agenda for Local Governance and Development at Nature's Village, Talisay City, Negros Occidental on August 10 – 12, 2017. The composition of the municipal team to conduct re-visitation shall include the LCE, the SB members, Department Heads, CSO/NGO and other personnel whose functions and duties shall be related to the said activity.

In this regard, we are respectfully requesting from your good office a permission to attend and be given your due approval to allow the following persons from the Department of Education (DepEd) District I - IV of Mabinay to wit:

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|---------------------------------|-----------------------------------|
| 1. Marilou N. Lobos, Ed.D. | District Supervisor – DepEd III |
| 2. Pastora S. Somoza | District Supervisor – DepEd IV |
| 3. Vilma A. Taguibulosan, Ph.D. | District Supervisor – DepEd II |
| 4. Vilma S. Sumagaysay, Ph.D. | District Supervisor – DepEd I |
| 5. Lucrecia C. Nicolas | HQP-MNHS – DepEd III |
| 6. Susana Z. Cañaverol | Principal – MCS/SPED DepEd I |
| 7. Rosemarie S. Bohol | Principal, Paniabonan High School |

With the above-reasons cited, respectfully requesting from your good office that their travel be authorized and given your due approval.

We are looking forward for a favorable response from you on this matter.

Thank you and I remain.

Very truly yours,

[Signature]
ERNIE T. UY, R.N., LLB.
Municipal Mayor [Signature]

Cc:
- Concerned
- File

Contact Number: 09162350111

E-mail: mayorjango@yahoo.com



A Smokefree Municipality!