

Republic of the Philippines
DEPARTMENT OF EDUCATION
 Negros Island Region

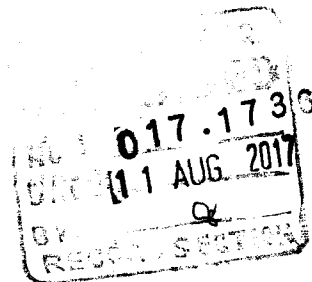
SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the School Governance and Operations Division
 Capitol Area, Dumaguete City

www.depednegor.net negros.oriental@deped.gov.ph SGOD Office (035) 225 - 6180

August 10, 2017

TRAVEL ORDER

NO. 594, s. 2017




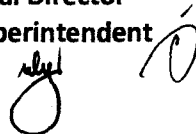
TO : DR. DAN P. ALAR, SEPS- HRDS
IRYLL MAE S. MACAHIG, EPS II HRDS

PURPOSE : TO ATTEND THE 2ND QUARTER CONVENTION OF HUMAN RESOURCE DEVELOPMENT SECTION PROGRAM SPECIALIST

DATE OF TRAVEL : AUGUST 28-30, 2017
 VENUE : (To be announced later)

ALLOWED/CHARGED TO: *(Subject to the usual accounting and auditing rules and regulations)*

- _____ : Registration/Transportation and other expenses
- _____ : Transportation
- _____ : Board and Lodging shall be charged to Regional HRTD Funds
- X : Transportation/per diem & other incidental expenses incurred shall be charged against Division HRTD Funds/local funds.


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


STJ/rbp/imsm2017



UP: mma: 08 08-07-2017

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
NEGROS ISLAND REGION

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August 7, 2017

REGIONAL MEMORANDUM

No. 291 s. 2017

TO : Schools Division Superintendents
SGOD Chiefs

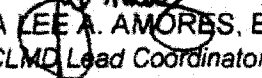
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CONTROL NO. <u>2495</u>
RELEASED BY: <u>[Signature]</u>
DATE RELEASED: <u>8/7/17</u>

**2ND QUARTER CONVENTION OF HUMAN RESOURCE DEVELOPMENT SECTION
PROGRAM SPECIALISTS**

1. The 2nd Quarter Convention of HRDS Program Specialists is scheduled on August 28-30, 2017, the venue of which will be announced later.
2. The activity aims to:
 - a. review L and D activities conducted during the first and second quarters
 - b. present and discuss the HRDS Association of Program Specialists by-laws;
 - c. present priority programs and projects/ L& D activities for the 3rd and 4th quarters;
 - d. plan for the Refresher Course for Regional Facilitators.
3. HRDS Program Specialists are requested to bring their laptops, pocket wifis, extension cords, and Division L & D plans for the last two quarters. Dress code for Day 1: Corporate/business attire.
4. Participants are to check-in on August 27, 2017 at 2 o'clock in the afternoon with dinner as first meal; and to check out on August 30, 2017 at 12 noon.
5. All HRDS Program Specialists are required to confirm their attendance only until Friday, August 18, 2017 through this number: 09162195263.
6. Travelling expenses of participants from the identified Schools Division Offices shall be charged to Division HRTD Funds/local funds, while board and lodging shall be charged to Regional HRTD Funds, subject to the usual accounting and auditing rules and regulations.
7. Immediate dissemination of this Memorandum is desired.

For the Regional Director:

GILBERT T. SADSAD, PhD, CESO V
OIC- Regional Director


ANNA LEE A. AMORBES, Ed.D.
CLMD Lead Coordinator
Officer-In-Charge