



Republic of the Philippines
DEPARTMENT OF EDUCATION
Negros Island Region

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

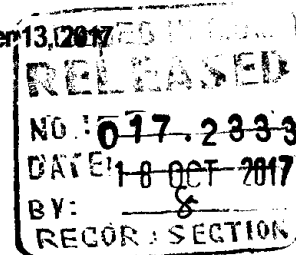
Capitol Area, Dumaguete City

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negros.oriental@deped.gov.ph

SGOD Office (035) 225 - 6180

October 13, 2017



TRAVEL ORDER
NO. 843, s. 2017

TO : MR. ELDE R. EBAS
AYUNGON NATIONAL HIGH SCHOOL

MR. JUVAN C. MAGSAYO
SAMPINON PROVINCIAL COMMUNITY HS

OFFICE : Division of Negros Oriental

PURPOSE : To attend the TRAINING WORKSHOP ON SKILLS DEVELOPMENT FOR
REPAIR AND MAINTENANCE OF TOOLS AND EQUIPMENT

DATE OF TRAVEL : October 16-20, 2017

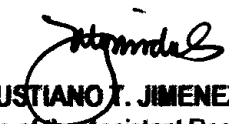
VENUE/PLACE : ADELAIDE TOURIST AND TRAVELLERS INN, BANTAYAN ST. , BARANGAY
2, SAN JOSE ANTIQUE

ALLOWED/CHARGED TO: (NATIONAL HRTD funds, subject to the accounting and auditing rules and regulations)

☒ **X** : Transportation/per diem and other incidental expenses

☒ **X** : Board and Lodging

Note: expenses incurred by the participants during the conduct of the said activity, shall be reimbursed at the venue against National HRTD fund 2017.


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

10/13/2017

MA'AM RACHEL



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Labug, Cebu City



REGIONAL MEMORANDUM
No. 0737, s. 2017

O: 10/13/17
OCT 13 2017

CORRIGENDUM TO REGIONAL MEMO NO. 651 RE: TRAINING WORKSHOP ON SKILLS DEVELOPMENT FOR REPAIR AND MAINTENANCE OF TOOLS AND EQUIPMENT



To: ALL SCHOOLS DIVISION SUPERINTENDENTS

1. Per Regional Memorandum No. 651 s., 2017, the Department of Education Central Office announces the conduct of the **Training Workshop on Skills Development for Repair and Maintenance of Tools and Equipment** on September for Visayas Cluster but due to reasons beyond control, it is postponed to October 16-20, 2017 at Adelaide Tourist and Travellers Inn, Bantayan Street, Barangay 2, San Jose, Antique.

2. In this connection, the following names listed below are the participants of Region VII to the said activity.

Designation/Division	School	Name of Participant
TVL Education Supervisor	City of Naga, Cebu	Ms. Ann Marie C. Bandola
Property Custodian	Samboan National High	Ms. Gemma Tano
Bais City	Tangcologan High School	Ms. Maria Theresa V. Pacurib
Bayawan City	Tayawan National High School	Ms. Eva Belnas
Bogo City	Eduardo T. Oporto Memorial National High School	Mr. Alan Pabillon, Jr.
Bohol	Cawayanan NHS	Ms. Arlene G. Mantahinay
Bohol	Calape National High School	Ms. Jean Sheila J. Canuto
Carcar City	Kalangyawon National High School	Mr. Raymund A. Asentista
Cebu	Kawit NHS	Mr. Emmanuel Mingo
Cebu City	Barrio Luz NHS (Day & Night)	Mr. Rogelio Y. Echavez
City of Naga, Cebu	Alpaco National High School	Mr. Julius C. Villasorda
Danao City	Lawaan National High School	Ms. Marjoy Hermoso
Dumaguete City	Ramon Teves Pastor Mem. Dumaguete Science HS	Ms. Annabelle Naingue
Guihulngan City	Guihulngan National High School	Ms. Brendolyn T. Callao
Lapu-Lapu City	Mactan National High School	Ms. Jorich Sanchez
Mandaue City	Mandaue City Comprehensive NHS	Ms. Fritzie S. Estrada
Negros Oriental	Ayungon National High School	Mr. Elde R. Ebas
Negros Oriental	Sampiniton Provincial Community HS	Mr. Juvan C. Magsayo
Siquijor	Cang-alwang National High School	Mr. Rolly Madjos
Tagbilaran City	Dr. Cecilio Putong NHS (Bohol NHS)	Mr. Dennis P. Galope
Talisay City	Cansojong National High School	Mr. Joseph Villaver
Tanjay City	Tanjay High School (Legislated)	Ms. Christine A. Bohol
Toledo City	Luray II National High School (Day & Night)	Ms. Josephine Pulvera

3. Expenses incurred by the participants during the conduct of the said activity, shall be reimbursed at the venue chargeable against the National HRTD Fund 2017 subject to the usual COA auditing rules and regulations.
4. This memo will serve as TRAVEL ORDER.
5. Immediate dissemination and strict compliance of this Memorandum is desired.


JULIETA A. JERUTA, Ph.D., CESO V
Director III 
OIC-Regional Director



REPUBLIKA NG PILIPINAS
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



REGIONAL MEMORANDUM

No. 0651, s. 2017

SEP 18 2017

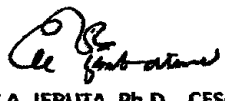
**TRAINING WORKSHOP ON SKILLS DEVELOPMENT FOR REPAIR AND MAINTENANCE OF
TOOLS AND EQUIPMENT**

To: **ALL SCHOOLS DIVISION SUPERINTENDENTS**

1. The Department of Education Central Office will conduct a **Training Workshop on Skills Development for Repair and Maintenance of Tools and Equipment** on September 25-29, 2017 for Visayas Cluster and venue will be announced later.
2. In this connection, Schools Division Offices are requested to endorse name of a participant based on the identified school. **Please see attached Templates.**

Designation/Division	School	Name of Participant
TVL Education Supervisor	City of Naga, Cebu	
Property Custodian	Samboan National High	
Bogo City	Eduardo T. Oporto Memorial National High School	
Bohol	Cawayanan NHS	
Bohol	Calape National High School	
Carcar City	Kalangyawon National High School	
Cebu	Kawit NHS	
Cebu City	Barrio Luz NHS (Day & Night)	
City of Naga, Cebu	Alpaco National High School	
Danao City	Ramon M. Durano Sr. Foundation - Science and Technology Education Center	
Lapu-Lapu City	Mactan National High School	
Mandaue City	Mandaue City Comprehensive NHS	
Siquijor	Cang-alwang National High School	
Tagbilaran City	Dr. Cecilio Putong NHS (Bohol NHS)	
Talisay	Cansojong National High School	
Toledo City	Luray II National High School (Day & Night)	

3. In view of this, we would like to request that list of participants per division be submitted or e-mailed to tomas.pastor@deped.gov.ph on or before September 20, 2017.
4. Immediate dissemination and strict compliance of this Memorandum is desired.


JULIET A. JERUTA, Ph.D., CESO V
Director III
OIC-Regional Director

Appendix A : Training Matrix

TRAINING WORKSHOP ON SKILLS DEVELOPMENT FOR REPAIR AND MAINTENANCE OF TOOLS AND EQUIPMENT
SEPTEMBER 11 – 15, 2017 (Luzon Cluster)

SEPTEMBER 25 – 29, 2017 (Visayas Cluster)

OCTOBER 16 – 20, 2017 (Mindanao Cluster)

Time	Monday (1 st Day)	Tuesday (2 nd Day)	Wednesday (3 rd Day)	Thursday (4 th Day)	Friday (Last Day)
6:00 AM – 7:00 AM	Arrival of Participants	BREAKFAST			
7:00 AM – 8:00 AM		Management Of Learning			
8:00 AM – 8:30 AM		Occupational Safety and Health (Ramon Elias F. Ortiz)	Introduction to Equipment Repair and Maintenance System, Forms & Documents (Reynaldo S. Dantes)	WORKSHOP 3 Identification of issues/challenges pertaining Repair and Maintenance System of Tools and Equipment (Reynaldo S. Dantes)	Action Planning
8:30 AM – 9:00 AM					
9:00 AM – 9:30 AM		First Aid in the Workplace (Ramon Elias F. Ortiz)	WORKSHOP 1 Administering Different Equipment Repair and Maintenance Forms and Documents (Reynaldo S. Dantes)	Presentation of issues/challenges pertaining Repair and Maintenance System of Tools and Equipment	Closing Program Departure of Participants
9:30 AM – 10:00 AM					
10:00 AM – 10:30 AM	LUNCH				
10:30 AM – 11:00 AM	Registration	Safety in the Workplace (Ramon Elias F. Ortiz)	WORKSHOP 2 Development of Shop Layout (Reynaldo S. Dantes)	School / Industry Benchmarking (Elena P. Gonzaga – Education Program Supervisor – Region VII)	
11:00 AM – 11:30 AM	Opening Program				
11:30 AM – 12:00 NN	PM SNACKS				
12:00 NN – 1:00 PM	Presentation of Output – Workshop on Supervision of School and Industry Based Immersion (Reynaldo S. Dantes)	Ss / TS and Housekeeping Procedures (Ramon Elias F. Ortiz)	Issues and Challenges in the Workplace pertaining Health and Safety (Reynaldo S. Dantes)	School / Industry Benchmarking (Elena P. Gonzaga – Education Program Supervisor – Region VII)	
1:00 PM – 1:30 PM					
1:30 PM – 2:00 PM	DINNER				
2:00 PM – 2:30 PM					
2:30 PM – 3:00 PM					
3:00 PM – 3:30 PM					
3:30 PM – 4:00 PM					
4:00 PM – 4:30 PM					
4:30 PM – 5:00 PM					
5:00 PM – 5:30 PM					
5:30 PM – 6:00 PM					
6:00 PM – 7:00 PM					
Expected Output					

Appendix D: Roster of Participants' Form

Region VII

Division	School	Printed Name of Participant	Gender	TVL Specialization	Position / Designation	NC Certificate
City of Naga, Cebu					TVL Supervisor	
Cebu	Samboan National High School				Property Custodian	
Bogo City	Eduardo T. Oporto Memorial National High School				TVL Teacher	
Bohol	Cawayanan NHS					
Bohol	Calape National High School					
Carcar City	Kalangyawon National High School					
Cebu	Kawit NHS					
Cebu City	Barrio Luz NHS (Day & Night)					
City of Naga, Cebu	Alpaco National High School					
Danao City	Ramon M. Durano Sr. Foundation - Science and Technology Education Center					
Lapu-Lapu City	Mactan National High School					
Mandaue City	Mandaue City Comprehensive NHS					

Appendix D: Roster of Participants' Form

Siquijor	Cang-alwang National High School					
Tagbilaran City	Dr. Cecilio Putong NHS (Bohol NHS)					
Talisay	Cansojong National High School					
Toledo City	Luray II National High School (Day & Night)					