



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

28 APR 2017  
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April 28, 2017

**TRAVEL ORDER**

NO. 306, s. 2017

TO : Dr. Rachel B. Picardal , SGOD Chief  
Dr. Erlinda N. Calumpang , CID Chief

PURPOSE : To attend a One-Day Orientation on the Processes  
of the Validation and Submission of Pertinent Papers  
of Application Project for SHDP First Batch

DATE OF TRAVEL : May 3, 2017

VENUE/PLACE : Plaza Maria Luisa Suites Inn, Dumaguete City, Negros Oriental

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 / School MOOE and other local funds.

*See: [Signature]*

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