



Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OFFICE OF KABANKALAN CITY
Tayum St., Barangay 8, Kabankalan City, Negros Occidental
Tel. No. (034) 471-2003 • (034) 471-2454



AUTHORITY TO TRAVEL

CONTROL NO:

14438

REGION VI -WESTERN VISAYAS

BUREAU/DIVISION/SCHOOL:

SDO Kabankalan City

Date of Filing: December 3, 2019

NAME	Position/Designation	Permanent Station
1. CECILIA G. ABELLO	Chief, SGOD	SDO Kabankalan City
2. BERNADIN T. BENDO	OIC Chief, CID	SDO Kabankalan City
3. JULIETA V. GEMPISON	EPS, SGOD	SDO Kabankalan City
4. JULIUS S. ONGALON	P-I	Tapi NHS

Purpose of Travel	To attend the School Heads Development Program (SHDP): Advanced Course Regional Forum and Completion Ceremony
Activity Organized/ Sponsored By	
Period Covered	December 23, 2019
Please Check	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
Venue/Destination	Punta Villa Resort, Arevalo, Iloilo City
Expenses Covered	(subject to the usual accounting and auditing rules and regulations)
Fund Source (Pap Code/...)	School MOOE/Local Funds/MOOE/2019 Regional HRD Funds

Recommending Approval:
PETER J. GALIMBA

Asst. Schools Division Superintendent

Date: _____

Approved:
PORTIA M. MALLORCA, PhD, CESO V

Schools Division Superintendent

Date: _____



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Department of Education
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SCHOOLS DIVISION OFFICE of KABANKALAN CITY
City of Kabankalan



Tel. No. (034) 4710-192

E-mail: kabankalan.city001@deped.gov.ph

This is to endorse the following Schools Division Office of Kabankalan City employees to attend the School Heads Development Program (SHDP): Advanced Course Regional Forum and Completion Ceremony on December 23, 2019 at Punta Villa Resort, Arevalo, Iloilo City.

1. Cecilia G. Abello – Chief, SGOD
2. Bernadin T. Bendo – OIC Chief, CID
3. Julieta V. Gempison – EPS, SGOD

DIVISION PERFORMANCE MANAGEMENT TEAM


PETER T. GALIMBA
OIC – ASDS

BERNADIN T. BENDO
EPS, CID-OIC


CECILIA G. ABELLO
Chief, SGOD

ARNOLD S. MAGDAET
AO – V


EULYNE D. LUCERNA
SEPS – HRD

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Tel. No. (034) 4710-192

E-mail:

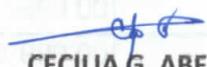
kabankalan.city001@deped.gov.ph

This is to endorse **JULIUS S. ONGALON, P-I of TAPI NHS**, to attend the School Heads Development Program (SHDP): Advanced Course Regional Forum and Completion Ceremony on December 23, 2019 at Punta Villa Resort, Arevalo, Iloilo City.

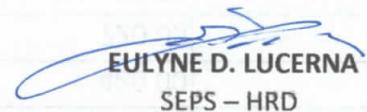
DIVISION PERFORMANCE MANAGEMENT TEAM


PETER J. GALIMBA
 OIC – ASDS

BERNADIN T. BENDO
 EPS, CID-OIC


CECILIA G. ABELLO
 Chief, SGOD

ARNOLD S. MAGDAET
 AO – V


EULYNE D. LUCERNA
 SEPS – HRD



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Document Name	SHDP: AC Regional Forum & Completion Ceremony
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Revision No./Date	New
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REGIONAL MEMORANDUM
No. 378 s. 2019

NOV 28 2019

School Heads Development Program (SHDP): Advanced Course Regional Forum and Completion Ceremony

TO: Schools Division Superintendents

1. The Department of Education Regional Office VI (DepED RO VI), through the Human Resource Development Division and in coordination with the Division of Iloilo City, will conduct a one-day **School Heads Development Program (SHDP): Advanced Course Regional Forum and Completion Ceremony** on **December 23, 2019** (exclusive of travel time) at **Punta Villa Resort, Inc., Arevalo, Iloilo City**. The Program will start at nine o'clock in the morning (9:00am).
2. Participants to this activity are the 250 attendees of the SHDP: Advanced Course conducted last November 2018 at the SMX, Bacolod City and have passed the revalidation of their Application Projects. Likewise, the following guests are expected to attend: NEAP Director, Regional Director, Assistant Regional Director, Schools Division Superintendents and Assistant Schools Division Superintendents or their representatives, CID and SGOD Chiefs, SGOD Education Program Supervisors, Division HRD Specialists, Division M&E Specialists, NEAP-R6 Learning Facilitators (see attached list), Iloilo City Division and RO VI Program Management Teams.
3. The candidates for the completion ceremony are required to wear Filipiniana (for females) and Barong Tagalog (for males) while the rest of the guests may opt to be in their corporate or business attire.
4. Travel expenses, per diem and incidental expenses of participants and guests shall be charged to local funds while their food (2 snacks and lunch), certificates, supplies and materials shall be charged against 2019 Regional HRD Funds subject to the existing accounting and auditing rules and regulations.
6. It is understood that in the conduct of this activity there shall be no discrimination in the provision of Learning and Development interventions on account of age, school, gender, civil status, disability, religion or other similar factors/personal circumstances that run counter to the principles of equal opportunity.
7. This Memorandum serves as Travel Authority.
8. Immediate dissemination of this Memorandum is desired.

MA. GEMMA M. LEDESMA
Regional Director

cc: NEAP-R6 Learning Facilitators
Reference: None
to be indicated in the Perpetual Index
under the following subjects: