







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



<u>AUTHORITY TO TRAVEL</u>		CONTROL NO:
REGION VI -WESTERN VISAYAS BUREAU/DIVISION/SCHOOL: SDO Kabankalan City		14456
Date of Filing:	December 4, 2019	
NAME	Position/Designation	Permanent Station
1. ANGELA T. MALALA	EPS	SDO Kabankalan City
2. RILMA I. SANTIAGO	Guidance Counselor	Binicuil NHS
Purpose of Travel	To attend the National Training of Trainers (NTOT) Luzon and Visayas/Mindanao Clusters for Grade 10 Career Guidance Program Modules	
Activity Organized/ Sponsored By	BLSS-YFD	
Period Covered	December 8-14, 2019	
Please Check	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time	
Venue/Destination	Sunny Point Hotel, Maa, Davao City	
Expenses Covered	(subject to the usual accounting and auditing rules and regulations)	
Fund Source (Pap Code/...)	Downloaded Fund	
Recommending Approval:	Approved:	
 PETER J. GALIMBA Asst. Schools Division Superintendent Date: _____	 PORTIA M. MALLORCA, PhD, CESO V Schools Division Superintendent Date: _____	

 Republic of the Philippines Department of Education REGION VI – WESTERN VISAYAS Duran Street, Iloilo City	 ISO 9001:2015 CERTIFIED	Document Name	Memorandum
		Document No.	DepEd RO6-ESSD-
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		Page	

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REGIONAL MEMORANDUM

No. 341, s. 2019

To: **Schools Division Superintendents**

PARTICIPANTS FOR THE NATIONAL TRAINING OF TRAINERS (NTOT) Luzon and Visayas/Mindanao Clusters FOR GRADE 10 CAREER GUIDANCE PROGRAM MODULES

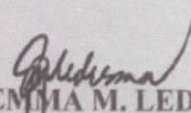
1. The Bureau of Learner Support Services – Youth Formation Division (BLSS-YFD) will be conducting a National Training of Trainers for Grade 10 Career Guidance Program Modules for Luzon and Visayas/Mindanao Clusters per Office of the Undersecretary for Administration (OUA) Memo No. 09-1119-0491 dated 28 October 2019.
2. The abovementioned activity will be on December 9 – 13, 2019 at Sunny Point Hotel, Maa, Davao City.
3. Trainers and Participants may check-in at 2:00pm, a day before the training schedule where First Meal is dinner of Day 0 and Lunch at the last day.
4. Participants may bring their laptops and extension cords during the training.
5. The list of participants/trainers is found in the enclosure. **No proxy allowed.**
6. Transportation/travelling expenses of the participants and trainers is downloaded in the Regional Office.
7. Participants are entitled to service credits in accordance with DepEd Order No. 53 s., 2003 – Updated Guidelines on the Grant of Vacation Service Credits for Teachers. Likewise, non-teaching personnel, including management staff shall be provided with Compensatory Time-Off (CTO) per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 02 s., 2004 on Non-Monetary Remuneration for Overtime Service Rendered.



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8. For more information, all concerned may contact the Education Support Services Division (ESSD), Department of Education Regional Office 6, Duran St., Iloilo City at Tel. No. (033) 337-5541 or email at maliracynthia_quejada@yahoo.com.

9. Immediate dissemination of this Memorandum is desired.


MA. GEMMA M. LEDESMA
Regional Director

Enclosures: as stated

References:

Enclosure No. 1.

	Participant	Position	Station	Schools Division
1	MARY FAITH S. CAHILIG, RGC	Guid. Counselor	Aklan NHSAT	Aklan
2	JILL T. ANGELES, RGC	Guid. Counselor	Antique NS	Antique
3	NELSON B. GREGORIO, JR., RGC	Guid. Counselor	Don Ynocencio del Rosario NHS	Roxas City
4	MYRTHYL L. COCHING	Principal III	Felix Balgos NHS	Capiz
5	RAYMUND BUGNA	Teacher III	Passi City NHS	Passi City
6	JENNIFER B. PEDROSO	PDO I	SDO Iloilo	Iloilo
7	KAREEN B. ARCENAS, RGC	Guid. Counselor	Cabatuan NCHS	Iloilo
8	SHAREAL JOY CAMACHO, RGC	Guid. Counselor	Jaro NHS	Iloilo City
9	DAISY P. PEÑANO, RGC	Teacher III	Sta. Terasa NHS	Guimaras
10	KAREN O. RUSO, RGC	Guid. Counselor	Sum-ag NHS	Bacolod City
11	AILEEN JOY B. DECENA, RGC	Guid. Counselor	Bacolod City NHS	Bacolod City
12	KENNETH ROMAY	PDO I	SDO La Carlota	La Carlota City
13	ANGELA MALALA	EPS I	SDO Kabankalan	Kabankalan City
14	BEBCE GENTILIZO	PDO I	SDO Bago City	Bago City
15	NORIELAINE FAITH Z. PABUAYA	PDO I	SDO Escalante City	Escalante City
16	IRIS UY	PDO I	SDO San Carlos City	San Carlos City
17	RILMA I. SANTIAGO	Teacher	Biniculi NHS ✓	Kabankalan City
18	ANALEE V. TIAPON	Teacher	Domingo Lacson NHS	Bacolod City
19	REGGIL VILLASIS, RGC	Teacher	Victorias NHS	Negros Occ.
20	MARLYN CLARETE, RGC	Master Teacher	Btac. Nuevo NCHS	Iloilo
21	LAURIE ANNE L. TACHADO, RGC	Guid. Counselor	Miag-ao NHS	Chief Trainer

