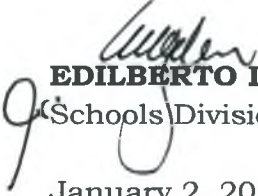





Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF MISAMIS ORIENTAL

UNNUMBERED MEMORANDUM

TO: **JOANNA RUBY L. PRESENTE**
EPS-I/ Division ALS & SNED Focal Person
This Division

FROM:  **EDILBERTO L. OPLENARIA, EdD, CESO V**
(Schools Division Superintendent )

DATE: January 2, 2024

SUBJECT: **Conduct of Special Instructional Supervision and Program Monitoring to ALS teachers of Jasaan North District**

1. You are hereby advised to conduct special Instructional Supervision and Program Monitoring to ALS Teachers of Jasaan North District on January 5, 2023 (Friday).
2. Transportation and meal expenses may be charged to Local Funds.
3. For your information and compliance.

ELO/ CID/ OICchief-SBD/ ALS-JRLPresente



Address: Del Pilar corner Velez Street, Brgy. 29, Cagayan de Oro City 9000
Telephone Nos.: (088) 881-3094 | Text: 0917-8992245 (Globe)
Website: www.deped.misor.net
Email: misamis.oriental@deped.gov.ph




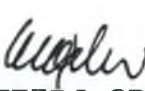




Control No.

Republic of the Philippines
Department of Education
 REGION X - NORTHERN MINDANAO
SCHOOLS DIVISION OF MISAMIS ORIENTAL

AUTHORITY FOR OFFICIAL TRAVEL

Name:	JOANNA RUBY L. PRESENTE
Position/Designation:	EPS-I
Permanent Station:	Division Office - CID
Purpose of Travel: <i>(must be supported by attachments)</i>	To conduct special Instructional Supervision and Program Monitoring to ALS Teachers of Jasaan North District
Host of Activity:	DepEd Mis. Or.
Inclusive Dates: <i>(Inclusive of Travel Time)</i>	January 5, 2023
Destination:	Jasaan North District ALS Centers
Fund Source:	Division MOOE
PREPARED BY	
<i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i>	
 JOANNA RUBY L. PRESENTE EPS-I/CID	January 3, 2024 Date
<i>Name and Signature of Requesting Employee</i>	
RECOMMENDING APPROVAL	
<i>This is to certify that the trip of the requesting employee satisfies all the minimum conditions for authorized official travel and that alternatives to travel are insufficient for purpose stated herein.</i>	
 ERLINDA C. DAEL, PhD, CESE OIC-Assistant Schools Division Superintendent	 January 3, 2024 Date
<i>Name and Signature of Recommending Authority</i>	
APPROVED	
 EDILBERTO L. OPLENARIA, EdD, CESO V Schools Division Superintendent	January 3, 2024 Date
<i>Name and Signature of Approving Authority</i>	