




Republic of the Philippines
Department of Education
Region X – Northern Mindanao
DIVISION OF MISAMIS ORIENTAL
Del Pilar-Velez St., Cagayan de Oro City
www.depedmisor.net



(08822)724615, (088)8564454/ Fax (088)8564524

January 16, 2015

TO : ALL APPLICANTS TO TEACHING, RELATED TEACHING AND
NON-TEACHING POSITIONS
This Division

FROM:  **CHERRY MAE L. LIMBACO, Ph.D., CESO V**
Schools Division Superintendent

SUBJECT: CERTIFIED COPY OF THE AUTHORITY TO TRAVEL/PARTICIPATE AS
SUPPORT DOCUMENT TO THE CERTIFICATE OF PARTICIPATION
IN THE NATIONAL/ INTERNATIONAL TRAININGS
OR PAPER PRESENTATIONS

1. All Applicants for teaching, related teaching and non-teaching positions, either for entry position or promotion, are required to attach a certified copy of the authority to travel/ participate in a national/ international training in order for the points of such document to be credited to their rating.
2. It is also reiterated that only the printed documents submitted on or before the set deadline shall be included as part of the applicant's pertinent documents during the selection process. Additional documents, submitted after the deadline or during the deliberation/interview shall not be accepted.
3. For guidance and compliance.

CLL/jgv