



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

UNNUMBERED MEMORANDUM

To: **EDEN F. BACARRA**
GSP Division Coordinator
REINA G. EBISA
Council Board Member

For: *Edilberto L. Oplenaria*
From: **EDILBERTO L. OPLENARIA, EdD, CESO V**
Schools Division Superintendent *14*

Date: December 12, 2023

Subject: **PARTICIPATION TO THE GIRL SCOUT OF THE PHILIPPINES (GSP) EASTERN MINDANAO NOMINATION AND ELECTION COMMITTEE ORIENTATION AND REGIONAL CHRISTMAS GATHERING.**

1. In response to the appended letter of invitation from the Council Executive, Lyra P. Vaguchay, you are advised to attend the said GIRL SCOUT OF THE PHILIPPINES (GSP) EASTERN MINDANAO NOMINATION AND ELECTION COMMITTEE ORIENTATION AND REGIONAL CHRISTMAS GATHERING on December 17-19, 2023 at Alano Regional Program and Training Center, Toril, Davao City.
2. Travel and other related expenses shall be charged to personal fund.
3. For your information and guidance.



Address: Del Pilar-Velez Sts., Brgy. 29, Cagayan de Oro City 900
Telephone Nos.: (088) 881-3094 | Text: 0917-8992245 (Globe)
Website: www.deped.misor.com
Email: misamis.oriental@deped.gov.ph





GIRL SCOUTS OF THE PHILIPPINES

Misamis Oriental Council

(Cagayan de Oro City, Gingoog City, El Salvador City, Camiguin)

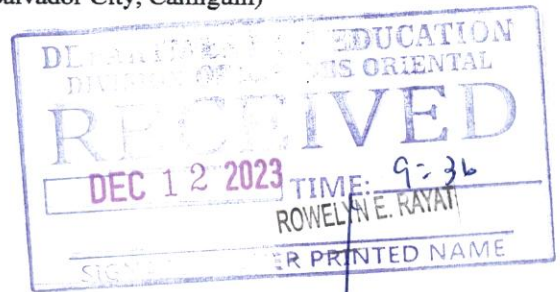
December 11, 2023

EDILBERTO L. OPLENARIA, Ph.D. CESO V

Schools Division Superintendent

Council Board Member

Misamis Oriental Division



SIR:

The Nomination and Election Committee Orientation and Regional Christmas Gathering of GSP Eastern Mindanao Region will be held on December 18, 2023 at Alano Regional Program and Training Center, Toril Davao City.

In connection hereof, may we request the attendance of the following to attend the above mentioned regional event.

1. MS. EDEN F. BACARRA-GSP Coordinator
2. MS. REINA MARIE G. EBISA-Council Board Member

They will be traveling to Davao on December 17, 2023 and will be back on December 19, 2023.

Anticipating for your warm favorable approval to this request.

Thank you.

Very truly yours,


LYRA P. VAGUCHAY
Council Executive



Control No.

Republic of the Philippines
Department of Education
 REGION X - NORTHERN MINDANAO

SCHOOLS DIVISION OF MISAMIS ORIENTAL

AUTHORITY FOR OFFICIAL TRAVEL

Name/s:	EDEN F. BACARRA- GSP Division Coordinator REINA G. EBISA -Council Board Executive
Position/Designation:	GSP Division Coordinator, Council Board Executive
Permanent Station:	SDO, DGPNHS Medina South
Purpose of Travel: <i>(must be supported by attachments)</i>	PARTICIPATION TO THE GIRL SCOUT OF THE PHILIPPINES (GSP) EASTERN MINDANAO NOMINATION AND ELECTION COMMITTEE ORIENTATION AND REGIONAL CHRISTMAS GATHERING
Host of Activity:	December 18, 2023
Inclusive Dates: <i>(Inclusive of Travel Time)</i>	December 17-19, 2023
Destination:	Alano Regional Program and Training Center, Toril, Davao City. <i>(per attached Itinerary of Travel and Memorandum)</i>
Fund Source:	Personal

PREPARED BY

I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.


EDEN F. BACARRA

Education Program Specialist II

Name and Signature of Requesting Employee

December 12, 2023

Date

RECOMMENDING APPROVAL

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.


ERLINDA G. DAEL, PhD, CESE

OIC-Assistant Schools Division Superintendent

Name and Signature of Recommending Authority

December 12, 2023

Date

APPROVED


EDILBERTO L. OPLENARIA, EdD, CESO V

Schools Division Superintendent

Name and Signature of Approving Authority

December 12, 2023

Date



Control No.

Republic of the Philippines
Department of Education
 REGION X - NORTHERN MINDANAO

SCHOOLS DIVISION OF MISAMIS ORIENTAL

AUTHORITY FOR OFFICIAL TRAVEL

Name/s:	EDEN F. BACARRA- GSP Division Coordinator REINA G. EBISA -Council Board Executive
Position/Designation:	GSP Division Coordinator, Council Board Executive
Permanent Station:	SDO, DGPNHS Medina Southh
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Fund Source:	Personal

PREPARED BY

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EDEN F. BACARRA

Education Program Specialist II

Name and Signature of Requesting Employee

December 12, 2023

Date

RECOMMENDING APPROVAL

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.

ERLINDA G. DAEL, PhD, CESE

OIC-Asssistant Schools Division Superintendent

Name and Signature of Recommending Authority

December 12, 2023

Date

APPROVED

EDILBERTO L. OPLENARIA, EdD, CESO V

Schools Division Superintendent

Name and Signature of Approving Authority

December 12, 2023

Date