



# DepEd – DIVISION OF QUEZON

Sitio For, Brgy. Talipan, Pagbilao, Quezon  
Cell # 09175824627 or at [www.depedquezon.com.ph](http://www.depedquezon.com.ph)  
"Creating Possibilities, Inspiring Innovations"



Registration Number:  
QAC/R63/0216

## AUTHORITY TO TRAVEL

(outside the Division and within CALABARZON – for Field Office use)

Document Tracking No.: 192917

Date: November 26, 2018

### NAME OF OFFICIAL/ EMPLOYEE AND DESIGNATION:

TRISTAN OLETA	SPG	Calauag
DEO RIOFLIRODO	SPG	Gen. Luna
JOCELYN V. VALLADOLID	SPG	Atimonan II
VERA PAULINE R. DIMACULANGAN	SPG	Tiaong I
LORIE DONIS BARTOLOME	SPG	Jomalig
JOANE CABUYAO PABELLANO	SPG	Sampaloc
CHIT AQUINO	SPG	San Narciso
JONNABELLE VILLALON	SPG	San Narciso
GINNUEL JANZENT ALCANTARA	SPG	Sariaya West
LOIDA OTICO	SPG	Mulanay I
BERNADETH CORDERO	SPG	Sariaya West
KRIZZA TALAMAN	SPG	Mauban South
DENNIS CHUMACERA	SPG	Candelaria East
JOHN CHRISTIAN NICODEMUS	SSG	Mulanay II
LUCILA LOPEZ	SSG	Gen. Luna
JOYOUS DAPILOS	SSG	Gumaca West
EMMANUEL ROZ	SSG	Perez
JUN RICHARD ARCENAS	SSG	Macalelon
REVELYN RETUITA	SSG	Atimonan I
SHIRLEY J. BALMES	SSG	Candelaria West
JONATHAN MENDOZA	SSG	Padre Burgos
DENNIS AGUDO	SSG	Gumaca West
ANGELO LACORTE	SSG	San Antonio
ZARINA MERCADO	SSG	Gumaca West
RAFAELA MERLE	SSG	Pagbilao East

**PURPOSE:** To attend training for Youth Disaster Readiness and Preparedness Program (Luzon Cluster)

**DESTINATION:** White woods Hotel Silang Cavite

**PERIOD OF TRAVEL:** December 3-7, 2018

DEPED - QUEZON ICT UNIT
<b>UPLOADED</b>
Date/Time: <u>12-4-18</u>
By: <u>Gina</u>
Ref. no: _____

### TRAVEL IS ON:

1.  Official Business  
 Cash Advance

### SOURCE OF FUND:

(if on Official Business)

- Division Fund  
 LSB Fund

### ESTIMATED EXPENSE/S:

- Registration Fee:   
Transportation:   
Travel Allowance:   
On Travel Time only

DEPEDQUEZON-TM-SDS-04-008-003

Email address: [quezon@deped.gov.ph](mailto:quezon@deped.gov.ph)

Comments: **Txt HELEN – 09178902327 (Smart/Sun/TalknTxt) 2327 (Globe and TM)**  
Cell No. **09175824629**





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"Creating Possibilities, Inspiring Innovations"



Registration Number:  
QAC/R63/0216

### TRAVEL IS ON:

- Official Business  
 Cash Advance  
 Reimbursement
- Official Time  
(NO EXPENSE to be incurred by the Division Office/School)

### SOURCE OF FUND: (if on Official Business)


- Division Fund
- LSB Fund
- School MOOE
- Others (Pls. specify) \_\_\_\_\_

### ESTIMATED EXPENSE/S:

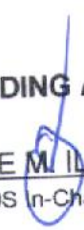
- Registration Fee:
- Transportation:
- Travel Allowance:
- On Travel Time only
- Full Allowance

**TOTAL ESTIMATED EXPENSES:**

### REQUESTED BY:

  
MARY JOYCE P. SALAMAT  
Project Development Officer II

### RECOMMENDING APPROVAL:

  
GERLIE M. ILAGAN  
ASDS In-Charge

### APPROVED BY:

  
MERTHEL M. EVARDOME, CESO VI  
Schools Division Superintendent

### REMARKS (IF ANY):





DB # 1929/17

Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim

**MEMORANDUM**  
09 November 2018

**For: Regional Directors**  
(III, IV-A, IV-B, and V)  
**Schools Division Superintendent**  
(Nueva Ecija, Quezon Province, Batangas, Palawan, and Camarines Sur)  
**Subject: YOUTH DISASTER READINESS DEVELOPMENT PROGRAM TRAINING (LUZON CLUSTER)**

Quezon  
DEPED - QUEZON  
ICT UNIT  
**DOWNLOADED**  
Date/Time: 11/29/17  
By: Rammel

Quezon  
SDS OFFICE  
**RECEIVED**  
NOV 29 2018  
Date/Time:  
By: R

In partnership with the Youth Formation Division (YFD) of the Bureau of Learner Support Services, the Disaster Risk Reduction and Management Service (DRRMS) shall conduct a **DRRM/CCA/EIE training for SSG/SPG teacher advisers and DRRM coordinators** for the divisions of Nueva Ecija, **Quezon Province**, Batangas, Palawan and Camarines Sur. Said training will be conducted in **Laguna Province** (exact venue to be announced later) on **03-07 December 2018**. Please see attached the indicative program design.

Quezon  
SGOD  
**RECEIVED**  
NOV 29 2018  
Date/Time:  
By: M

With this, concerned Division DRRM Coordinators are instructed to **submit a list of target participants and their schools** to the DRRMS on or before **16 November 2018**. A Breakdown of the number of participants per division is attached.

The Youth Formation Division will shoulder all food, accommodation, travelling expenses of participants.

For questions and clarifications, you may directly communicate with Mr. Jerico "Roy" S. Germar of DRRMS via email at [jerico.germar@deped.gov.ph](mailto:jerico.germar@deped.gov.ph) or [drmmo@deped.gov.ph](mailto:drmmo@deped.gov.ph), mobile number at +63917 577 5457 or landline at (+632) 637 4933.

For immediate and appropriate action.

**ALAIN DEL B. PASCUA**  
Undersecretary

**Office of the Undersecretary for Administration**  
(Administrative Services, Information and Communications Technology, Disaster Risk Reduction and Management, Schools Health, Youth Formation, Baguio Teachers' Camp, Education Facilities/School Buildings)  
Department of Education, Central Office, Meralco Avenue, Pasig City  
Room 519, Mabini Building; Mobile: +639260320762; Landline: +6326337203, +6326376207  
Email: [usec.admin@deped.gov.ph](mailto:usec.admin@deped.gov.ph); Facebook/Twitter @depedtayo

**Table 1. Breakdown of Participants Per Division**

Region	Division	Allocated Number of Participants*
III	Nueva Ecija	40
IVA	Batangas Province	25
IVA	Quezon Province	25
IVB	Palawan	5
V	Camarines Sur	5

\*At most 2 representatives per school. Select schools and participants who have not undergone any DepEd DRRM training

