



# DepEd – DIVISION OF QUEZON

Sitio Fori, 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

(within Division and CALABARZON – for SDO Personnel use)

### NAME OF OFFICIAL/ EMPLOYEE AND DESIGNATION:

**CASTILLO, ANGELINA B. - EDUCATION PROGRAM SUPERVISOR**  
**BORINES, JEE ANN O. - EDUCATION PROGRAM SUPERVISOR**  
**VILLENES, REJULIOS M.- DIVISION TLE/SHS COORDINATOR**  
**ALBA, RACHEL M. PROJECT DEVELOPMENT OFFICER II**  
**PORTEZA, WILBERT - INFORMATION TECHNOLOGY OFFICER I**

**PURPOSE:** to serve as speaker/facilitator in the Division Research Seminar on the Development of Instructional Materials in English ICT Based Programming and Approaches

**DESTINATION:** Sevilla's Resort Barangay Domoit Lucena City

**PERIOD OF TRAVEL:** May 8-11, 2019

### TRAVEL IS ON:

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

### SOURCE OF FUND:

(Specify the source of fund if on Official Business)

- Division Fund
- LSB Fund
- Others (Pls. specify)

### REQUESTED BY:

**ANGELINA B. CASTILLO, Ph.D.**

Education Program Supervisor

### RECOMMENDING APPROVAL:

**NADINE C. CELINDRO**

Assistant Schools Division Superintendent

### APPROVED BY:

**MERTHEL M. EVARDOME, CESO VI**

Schools Division Superintendent

### REMARKS (IF ANY):

Click or tap here to enter text.

DEPEDQUEZON-TM-SDS-04-007-002

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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