



Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

DM1-2022-08-412  
DEPED MALAYBALAY CITY DIVISION  
**RELEASED**  
AUG 10 2022 Time: 10:15  
By: *[Signature]*

July 29, 2022

**DIVISION MEMORANDUM**

NO. 412, s. 2022

TO: Assistant Schools Division Superintendent  
Chief Education Supervisor, Curriculum Implementation Division  
Chief Education Supervisor, Schools Governance and Operations Division  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
All Others Concerned  
This Division

FROM: **VICTORIA V. GAZO, Ph.D., CESO V**  
Schools Division Superintendent *[Signature]*

Re: **ATTENDANCE TO THE CRAFTING AND PRESENTATION OF  
SCHOOL LEARNING RECOVERY PLAN FOR SY 2022-2023 CUM  
BENCHMARKING ON THE BEST PRACTICES OF SCHOOL-BASED  
MANAGEMENT**

1. In view of the forthcoming opening of the school year 2022-2023 where progressive expansion of face-to-face classes will be implemented, you are hereby directed to attend the Crafting and Presentation of School Learning Recovery Plan for SY 2022-2023 cum Benchmarking on the Best Practices of School-Based Management on August 10-12, 2022 at Jasaan and Claveria, Province of Misamis Oriental.
2. The said activity aims to:
  - a. Enhance technical knowledge in the crafting of Learning Recovery Plan for SY 2022-2023;
  - b. Present the school's Learning Recovery Plan for SY 2022-2023;
  - c. Adapt best practices on school-based management;
  - d. Gain a clear sense of direction in their respective roles aligned and established and sustained the DepEd's goals, vision and mission.
3. Registration fee to cover meals, snacks and accommodation as well as travelling expenses from the station to the venue/s and vice versa shall be charged against School Maintenance and Other Operating Expenses (MOOE) subject to the usual accounting, budgeting and auditing rules and regulations.
4. Queries relative to this may be relayed to Budget Services of this Office at 09175294358.

*Encl.: Authority to Travel*



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City  
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246  
Email Address: [malaybalay.city@deped.gov.ph](mailto:malaybalay.city@deped.gov.ph)



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Republic of the Philippines  
Department of Education

ANNEX A  
ATT 409  
DEPED MALAYBALAY CITY DIVISION  
**RELEASED**  
AUGUST 2022 Time: 10:15  
By: N

**AUTHORITY TO TRAVEL**



CONTROL NO.

409

REGION X  
DIVISION OF MALAYBALAY CITY

Date of Filing	July 29, 2022				
NAME/Position	Hisona	Noemi	V.		HT I
	Bacang	Juan	B.	Jr.	P1
	Alas	Flavio	D.	Jr.,	HT2
	Flores	Danny	S.		HT 1
	Gumayao	Mary Fe	C.		PI
	Gantalao	Arlene	C		HTIII
	Olarte	Cosjulita	K.		PI
	Tandog	Marylan	G.		P1
	Villaflores	Jonathan	G.		HT1
	Docdocil	Nyms	M.		PI
	Pabilaran	Demie	J.		PI
	Gamot	Severina	A.		HTI
	Ducusin	Argie	B.		HT I
	Ronolo	Noralyn	P.		HTI
	Adrivan	Almejandro	R.		HTI
	Gupana	Eduard	G.		TI/SIC
	Perino	Genevieve	P.		PI
	Dela Peña	John Mark	C.		SIC-TI
	Minao	Paulina	M.		HTI
	Olana	Susan	S.,	Ph.D.	PIV
	De la Cruz	Norven	Sul	Y.	HT I
	Gambi	Glenn	M.		TII/ SIC
	Nilles	Cresilda	L.		HT I
	Valde	Armand Anthony	S.		PI
	Bateriza	Berna	G.		PI
	Cruz	Jose	B.	Jr.	PII
	Ama	Leny	G.		PII
	Buhawe	Benjamin	M.		PII
	Berial	Cythia	T.		PI
	Dahilog	Elson	L.		SHS ASP2
	Rarogal	John	P.		PII
	Galler	Abel	P.		PI
	Edsel	James Quemado	R.		T III/Asst. School Principal
	Ongkiatco	Romulo	L.		HT I

Rojas	Amor Celeste	P.	P.	P1
Caballero	Nelita	J.		HT I
Arceno	Zelda	T.		P II
Crusio	Rulyñ	Z.		P1
Montañez	Fermar	M.		HT I
Baja	Nairobi Jose	B.		HT I
Allaba	Gina	Q.		PI
Padua	Narita	T.		PII
Rabino	Maria Ella	S		PI
Valdez	Romeo	T.		SHSP2
Sumanduran	Roy	C.		HTI
Maramba	Gemma	A.		HTI
Rojas	Sonny	M.		PI
Orong	Paul	O.		PII
Alboroto	Lorna	C.		HT III
Balicanta	Servillano	B.		HTIII
Padua	Paul Patrick	T.		HTI
Jabonero	Romil			PSDS
Berondo	Alberto	V.		PI
Reyes	Renato	R.		PI
Caballero	Nimfa	A		HTI
Pulido	Myrna	D.		HT I
Acasio	Maria Shiela	E.		HT I
Abecia	Roel	F.		HT2
Ontoy	Teofilo	L.	Jr.,	PII
Tuquib	Mark Douglas	M.		HT I
Israel	Maitelle	B.		HTI
Daga-ang	Jonathan	T.		HTI
Leono	Romel	B.		HTI
Halina	Arimateo	B.		HTI
Francisco	Naomi	T.		PI
Maestrado	Victor	F.		HTI
Bello	Genelyn	G.		HT I
Tortola	Al Grant	L.		TI / SIC
Salem	Evelyn	E.		HTIII
Barcena	Ricky	S.		PI
Abejuela	Pastor	P.	III	SHSP2
Bacul	Brendo	A.		HT1
Ocier	Daniel			HT I
Onipa	Rosabella	B.		HTI
Ombayan	Raquel	S.		P-I
Pancho	Neri	C.		HT I
Ombayan	Jemma			HT I
Pataca	Ariel	J.		HTI
Glinogo	Venus	L.		HTI

	Baluran	Caren James	A.	HT I
	Plazos	Dominel	E.	HT I
	Sagayoc	Wensley	B.	PI
	Aclub	Rene	A.	HT I
	Plazos	Don Kevin Gil	E.	HT I
	Okit	Janryl Louis	L.	HT 1
	Oludin	Lester	Dave	HT I
	Minoza	Rogelio	M.	SHS ASP II
	Lagunday	Merry	D.	HT III
	Cabaling	Vincent	M.	HT III
<b>Permanent Station</b>	Division of Malaybalay City			
<b>Purpose of Travel</b>	TO ATTEND CRAFTING AND PRESENTATION OF SCHOOL LEARNING RECOVERY PLAN FOR SY 2022-2023 CUM BENCHMARKING ON THE BEST PRACTICES OF SCHOOL-BASED MANAGEMENT			
<b>Activity Organized/ Sponsored By</b>	Division of Malaybalay City			
<b>Period Covered</b> <i>(Inclusive of Travel Time)</i>	August 10-12, 2022			
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business		<input type="checkbox"/> Official Time	
<b>Venue/ Destination</b>	Jasaan and Claveria, Misamis Oriental			
<b>Expenses Covered</b>	DTE			
<b>Fund Source (Pap Code/...)</b>	School MOOE			
<b>Recommending Approval:</b>			<b>Approved:</b>	
 <b>ALIENA S. DAJAY, Ph.D., CESE</b> <b>Asst. Schools Division Superintendent</b> Name and Signature			 <b>VICTORIA V. GAZO, Ph.D., CESO V</b> <b>Schools Division Superintendent</b> Name and Signature	
Date: <u>July 29, 2022</u>			Date: <u>July 29, 2022</u>	