



ISO 9001 : 2015

**AUTHORITY TO TRAVEL**  
Division of Antipolo City

VERSION NO.  
1.0

REVISION NO.  
0.2

EFFECTIVITY DATE:  
5 June 2018

Page 1 of 1

<b>Division Reference Number</b>	Click or tap here to enter text. <i>6495</i>	<b>Date</b>	18 Sep 2018-
<b>NAME OF OFFICIAL/EMPLOYEE</b>		<b>DESIGNATION &amp; STATION</b>	
Please see attached <small>LAST NAME, FIRST NAME MI *</small>		Please see attached	

**PURPOSE:** Attendance to the 2<sup>nd</sup> National Seminar Workshop of the Home Economics and Technology Teachers Organization of the Philippines, Inc.

**DESTINATION:** Cebu Business Hotel, Cebu City -

<b>PERIOD OF TRAVEL</b>	<b>FROM</b>	20 Sep 2018-	<b>TO</b>	22 Sep 2018-
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<b>Please Check: -</b> 1. <input type="checkbox"/> Official Business <input type="checkbox"/> Cash Advance <input type="checkbox"/> Reimbursement  2. <input checked="" type="checkbox"/> Official Time <small>(NO EXPENSE to be incurred by the Division Office/School)</small>	<b>Estimated Expense-</b> Registration Fee                      Php _____ Transportation                         _____ Travel Allowance <u>400.00 / day</u>
	On Travel Time only                 _____ Full Allowance                         _____ <b>TOTAL ESTIMATED</b> <b>EXPENSES</b> Php <u>400.00 / day</u>

<b>Requested by:</b> * <i>fr. esh</i> <b>LITO A PALOMAR</b> OIC - Chief, CID / EPS - AP	<b>Funds Available-</b> for Official * Business (specify the source of funds) <input type="checkbox"/> Division Fund <input type="checkbox"/> LSB Fund <input checked="" type="checkbox"/> Others: <b>Personal Funds</b>	<b>Approved:</b>  <b>DR. CARLITO D. ROCAFORT</b> Schools Division Superintendent / OIC - Office of the Regional Director
<b>Recommending Approval: -</b>  <i>AW</i> <b>DR. ROMMEL C. BAUTISTA, CESO V</b> Schools Division Superintendent	<b>Noted</b> <input type="checkbox"/> On Official Time Only <input type="checkbox"/> Other Funds:  <i>RF</i> <b>MRS. RAQUEL F. ESGUERRA</b> Division Accountant III	

**REMARKS:**

CALABARZON



**CITY SCHOOLS DIVISION OF ANTIPOLO**

**2<sup>ND</sup> NATIONAL WORKSHOP OF THE HOME ECONOMICS AND TECHNOLOGY TEACHERS  
ORGANIZATION OF THE PHILIPPINES, INC.**

**LIST OF PARTICIPANTS**

- |                               |   |                                     |
|-------------------------------|---|-------------------------------------|
| 1. MA. FLEURDELIS A. GUEVARRA | - | Teacher – Antipolo City SPED Center |
| 2. CRISTINA R. BANARIO        | - | Teacher – San Isidro ES             |
| 3. DR. ROMEO G. RODRIGUEZ JR. | - | Principal III – Mayamot ES          |
| 4. MARY ANN N. BERJA          | - | Teacher – Mayamot ES                |
| 5. MARIETTA R. SAGISI         | - | Teacher – Mayamot ES                |
| 6. JOSEPHINE F. PARADELA      | - | Teacher – Mayamot ES                |
| 7. ARLENE A. RUZOL            | - | Teacher – Mayamot ES                |
| 8. ROSANA O. PATOC            | - | Teacher – Mayamot ES                |
| 9. ADORACION P. AUMENTADO     | - | Teacher – Mayamot ES                |
| 10. CLENZY L. AUMENTADO       | - | Teacher – Mayamot ES                |
| 11. JONNA H. CALAM            | - | Teacher – Mayamot ES                |
| 12. MELANIE G. AGOCEJOS       | - | Teacher – Mayamot ES                |
| 13. MARIA DOLORES E. NAVAL    | - | Teacher – Mayamot ES                |
| 14. GLENDA C. ARAO            | - | Teacher – Nazarene Ville ES         |
| 15. ALEX H. HITOSIS           | - | Teacher – Nazarene Ville ES         |
| 16. DR. MARILYN B. RODRIGUEZ  | - | Principal III – Peñafrancia ES      |
| 17. MARY ANN ESPERA           | - | Teacher - Peñafrancia ES            |
| 18. MARK ANTHONY NAVARETE     | - | Teacher - Peñafrancia ES            |
| 19. ARNON BALBUENA            | - | Teacher - Peñafrancia ES            |
| 20. ROSALIE DLC. LAURENARIA   | - | Teacher – Dalig NHS                 |

I am also currently working on the ACTION PROGRAM with the students to work SPED students. This will be an opportunity for me and our 11 action program to improve and acquire new knowledge to help our SPED students gain actual employment as stated in R.A. No. 7277 also known as Magna Carta for Disabled Persons (Republic Act on Equal Opportunity to Employment).

I assure you that there is no duplication of duties as I have arranged and endorsed my teaching load to my fellow teacher, Mrs. ANTONIA PICARDI and Mrs. SALLY PINCED to handle my classes.

Thank You Sir!

Sincerely yours,

MA. FLEURDELIS A. GUEVARRA

Teacher I

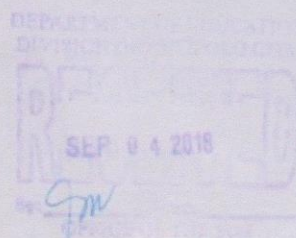




September 4, 2018

**DR. ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent,  
DepEd Division of Antipolo City  
Antipolo City

Thru : Mrs. Melanie F. Burgonia  
EPS 1 EPP/TLE/TVL



**Dear Dr. Bautista:**

Greetings for a very pleasant day!

The officers of the Home Economics and Technology Teachers Organization of the Philippines Inc. (HETTOP), in partnership with Cebu Technological University, Cebu City, will conduct its 2<sup>nd</sup> National Seminar Workshop with the theme **"Revitalize Skill Competencies in Home Economics and Technology for the Millennium Work Force."** This will be held on September 20-22, 2018 at Cebu Business Hotel, Cebu City.

The training and seminar aims to:

1. intensify dissemination of knowledge and skills on the competencies offered in the following areas of Home Economics/Technology and Livelihood Education:
  - a. Home Economics
  - b. Industrial Arts
  - c. Agriculture and Fishery Arts
  - d. Information Communication Technology
2. provide program of activities that will enrich Technology and Livelihood Education/*Edukasyong Pantahanan at Pangkabuhayan* (TLE/EPP) teachers with experiences in home economics and technology in support to the aims of the K to 12 Program and for a more efficient implementation; and
3. extend best practices that will contribute in enriching the skill/competencies of the millennium workforce.

The target participants are teachers of Home Economics, Technology & Livelihood Education, Industrial Arts Technical Teacher Education and teachers who are interested to attend this activity. The registration fee is Php6000.00 inclusive of accommodation, lunch, snacks (AM & PM), certificate of participation, training kit, handouts, and other incidental expenses.

In this regard, may we invite your teachers to attend this training and seminar-workshop particularly those who are teaching under the programs stated above. Please find the following attachments for your perusal: DepEd advisory, tentative program, and registration/reservation form. For further information, you may contact us through these cell numbers: 0916-433-4419 and 0925-727-4446.

We look forward to your positive response and the active participation of your teachers.

Thank you! More power and God bless!

Respectfully,

**FELICITAS A. QUILONDRINO, Ed.D.**  
President, HETTOP, Inc.