



Republic of the Philippines
Department of Education
Region IV-A CALABARZON
CITY SCHOOLS DIVISION OF ANTIPOLO

Code:
DF01-01SDS-18

Effectivity date:
May 2018

Version No:
1.0

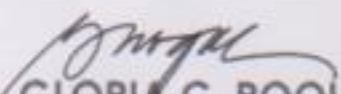

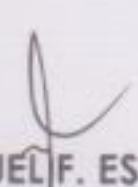
Office/Unit:

Revision No:
00

**Office of the Schools
Division Superintendent**

Subject:

Internal Authority to Travel

Division Reference Number		Date 3 Oct 2018-	
NAME OF OFFICIAL/EMPLOYEE		DESIGNATION & STATION	
PLEASE SEE ATTACHED LIST <small>LAST NAME, FIRST NAME MI*</small>		PLEASE SEE ATTACHED LIST	
PURPOSE: To Attend the Retreat-Workshop on the power of a Teacher's Heart: It Can Change A Student's Life. It Can Change the World			
DESTINATION: Tagaytay Haven, Ulat Road, Tagaytay City			
PERIOD OF TRAVEL	FROM	17 Oct 2018-	TO 19 Oct 2018-
Please Check: -		Estimated Expense-	
1. <input checked="" type="checkbox"/> Official Business		Registration Fee	Php <u>8500 (each)</u>
<input type="checkbox"/> Cash Advance		Transportation	<u>1000 (each)</u>
<input checked="" type="checkbox"/> Reimbursement		Travel Allowance	
2. <input type="checkbox"/> Official Time		On Travel Time only	
<small>(NO EXPENSE to be incurred by the Division Office/School)</small>		Full Allowance	
		TOTAL ESTIMATED	<u>9500 (each)</u>
		EXPENSES	Php _____
Requested by:		Funds Available- for Official	Approved:
 DR. GLORIA C. ROQUE OIC-Assistant Schools Division Superintendent		* Business (specify the source of funds)	 DR. ROMMEL C. BAUTISTA, CESO V Schools Division Superintendent
		<input checked="" type="checkbox"/> Division Fund	
		<input type="checkbox"/> LSB Fund	
		<input checked="" type="checkbox"/> Others: <u>MOOE</u>	
		Noted	
		<input type="checkbox"/> On Official Time Only	
		<input type="checkbox"/> Other Funds:	
		 MRS. RAQUEL F. ESGUERRA Division Accountant III	
REMARKS:			



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NAME OF OFFICIAL/EMPLOYEE	DESIGNATION & STATION
1. BUENA, ARNEL T.	EPS-ESP
2. TAYONA, MICHAEL T.	PSDS
3. TAPAR, CAROLINA A.	PRINCIPAL I- SAN ANTONIO VILLAGE ES
4. TORTOZA, MERVIN C.	PRINCIPAL III- ISTES
5. MILLAN, FERDINAND B.	PRINCIPAL IV- JUAN SUMULONG ES
6. QUIBUYEN, EVANGELINE R.	PRINCIPAL I- DELA PAZ ES
7. GUTIERREZ, JOYANY ST.	PRINCIPAL IV- STA. CRUZ ES
8. CAHAPAY, FLORA D.	PRINCIPAL IV- BNI ES
9. RODRIGUEZ, MARILYN B.	PRINCIPAL III- PEÑAFRANCIA ES
10. DOCTOR, WILMA R.	PRINCIPAL I-MAMBUGAN I ES
11. RODRIGUEZ, ROMEO JR. G.	PRINCIPAL III- MAYAMOT ES
12. MONTES, JOCELYN S.	PRINCIPAL II- CUPANG ES
13. AMINOSO, FELY V.	PRINCIPAL IV- BAGONG NAYON II ES
14. ACORDA, ERWIN P.	PRINCIPAL II- BAGONG NAYON IV ES
15. RIVAS, ANA MARIA G.	PRINCIPAL I- INUMAN ES
16. CABRERA, CERES JOY C.	PRINCIPAL I- RIZZA ES
17. FORTUNADO, MERCEDITA E.	PRINCIPAL I- SAN LUIS ES
18. CABACABA, TITO A	PRINCIPAL III- SAN ISIDRO ES
19. OLAÑO. PATRICK ALFRED C.	PRINCIPAL I- OLD BOSO BOSO ES
20. QUIBUYEN, FORTUNATO C.	PRINCIPAL I- JESUS S. CABARRUS ES
21. CASAUAY, ESTEBAN B.	PRINCIPAL I- MAXIMO L. GATLABAYAN MNHS
22. DITTARO, RODRIGO D.	TIC- CANUMAY NHS
23. SISON, ROWENA B.	PRINCIPAL II-BNII NHS
24. ATA, RONALDO I.	PRINCIPAL II- SAN ISIDRO NHS
25. SAN DIEGO, ADELAIDA A.	PRINCIPAL IV- ANTIPOLO NHS
26. SIERRA, EUGENIO JR. B.	PRINCIPAL I-DELA PAZ NHS
27. LICO, HENRY M.	PRINCIPAL I-SAN ROQUE NHS
28. TAYAMORA, ROSA	OIC-ANTIPOLO SENIOR HIGH SCHOOL
29. RAYMUNDO, ANNA LYN P.	PRINCIPAL III-MAMBUGAN NHS
30. MAXIMO, NIXON C.	PRINCIPAL II- CUPANG NHS

7041



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
Gate 2 Karangalan Village
1900 Cainta, Rizal



TO : SCHOOLS DIVISION SUPERINTENDENTS

FROM : DIOSDADO M. SAN ANTONIO
Director IV

SUBJECT : Retreat-Workshop on The Power of a Teacher's Heart:
It Can Change A Student's Life. It Can Change the World

DATE : October 2, 2018

1. DepEd Region IVA Calabarzon in collaboration with The Teacher's Gallery (TTG) and the Regional Association of Schools Superintendents, Inc. will hold a retreat-workshop entitled, "The Power of a Teacher's Heart: It Can Change A Student's Life. It Can Change the World" this 17-19 October 2018 at Tagaytay Haven, Ulat Road, Tagaytay City.
2. The retreat-workshop will focus on values formation – a combination of mindfulness practices and a wellness guide focused on the following areas: physical, occupational, emotional, financial, and spiritual. It will guide the teachers go through an inventory checklist and a change organizer developed by the author of The Power of a Teacher, Dr. Adam Saenz. Apart from being a psychologist and therapist, he is a professor and once a teacher in K-12, and most importantly an advocate for maximizing teacher impact in classroom.
3. Participants to this retreat-workshop are Education Program Supervisors, Public Schools District Supervisors and School Heads.
4. Participants shall pay a registration fee of Eight Thousand Five Hundred Pesos (P8,500.00) to cover 3 days and 2 nights' accommodation, meals, retreat-workshop kit and certificates, chargeable against local funds subject to the usual auditing and accounting rules and procedure.
5. List of participants per Schools Division Office shall be submitted to the Office of the Assistant Regional Director thru email (ard.calabarzon@deped.gov.ph)

