



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF EDUCATION  
NATIONAL CAPITAL REGION  
**SCHOOLS DIVISION OFFICE – MARIKINA CITY**

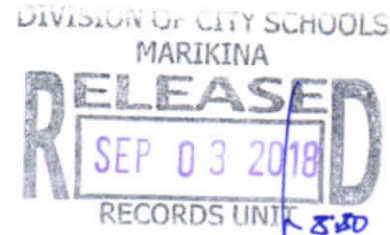
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<https://depedmarikina.ph> / (email) [sdo.marikina@deped.gov.ph](mailto:sdo.marikina@deped.gov.ph)



August 31, 2018

**MEMORANDUM TO:**

Chief Education Supervisors – CID and SGOD  
Elementary and Secondary School Principals  
Officers-In-Charge  
Unit Heads  
Public Schools  
All Concerned

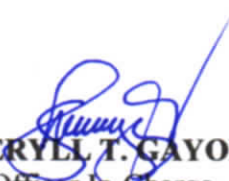


**REGIONAL MEMORANDUM ON TRAVELS FOR PERSONAL REASON**

Attached is a Memorandum dated August 15, 2018, from the Office of **MR. WILFREDO E. CABRAL**, Officer In-Charge, Office of the Regional Director, regarding the non-action of the said office on issuance of Authority on Travels, pending the release of the Omnibus Guidelines on DepEd Foreign Travel.

**In the meantime, all applications for travel shall have been submitted 50 days prior to actual day of travel.**

Immediate and wide dissemination of this Memorandum is desired.

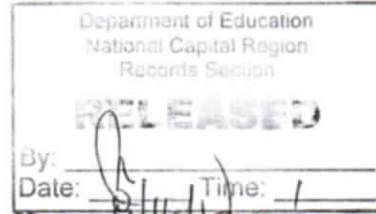
  
**SHERYLL T. GAYOLA**  
Officer In-Charge

Office of the Schools Division Superintendent



**Republika ng Pilipinas**  
(Republic of the Philippines)  
**KAGAWARAN NG EDUKASYON**  
(DEPARTMENT OF EDUCATION)  
**PAMBANSANG PUNONG REHIYON**  
(NATIONAL CAPITAL REGION)  
Daang Misamis, Bago Bantay, Lungsod Quezon  
(Misamis St., Bago Bantay, Quezon City)

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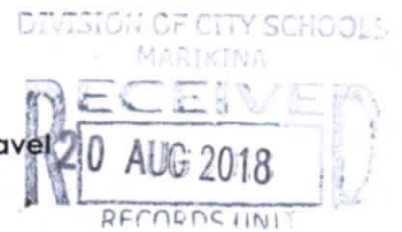
**Memorandum**

**TO :** Schools Division Superintendents  
Public School Heads

**FROM :** Office of the Regional Director

**RE :** Regional Memorandum No. 80, s. 2018 on Foreign Travel

**DATE :** August 15, 2018



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Pending the release of the *Omnibus Guidelines on DepEd Foreign Travel*, Regional Memorandum No. 80, s. 2018 dated June 15, 2018 particularly the provisions on item "B. Travel for Personal Reason" and par. No. 3 thereof, are hereby suspended and withdrawn. Effective immediately, this Office shall not be issuing any authority on travels for personal reason.

For information and wide dissemination.

  
**WILFREDO E. CABRAL**  
Officer-In-Charge  
Office of the Regional Director

**RECEIVED**  
PERSONNEL UNIT

BY:   
DATE/TIME: 

