



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region VII, Central Visayas  
**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
www.depednegor.net

September 11, 2019

**TRAVEL ORDER**

No. 1151 S. 2019

TO :

**Ms. MAYET SABERON**, Balugo ES  
**Ms. SARAH JANE C. DELFINO**, Palinpinon ES  
**Mrs. ESTHER M. VILLARIN**, San Jose PCHS

You are hereby informed of your attendance and participation to the Work Partners' Conference on **September 15-17, 2019 at Ciudad Christhia Resort, San Mateo, Rizal** relative to the Peace Corps Volunteer Program.

For further details, please refer to the attached communication.

ALLOWED/CHARGED TO: *Peace Corps Philippines*

\_\_\_\_\_ : Transportation

: Per Diems

\_\_\_\_\_ : On official time/business only

\_\_\_\_\_ : Charged to local funds

: Transportation, meals, accommodations

**WILFREDA D. BONGALOS, Ph.D, CESO V**  
Schools Division Superintendent *WDB*

SGOD/RBP/kpantonio



Peace Corps

03 September 2019

Dr. Salustiano Jimenez, CESO V  
Regional Director  
Department of Education – Region VII  
Sudlon, Lahug, Cebu City

RECEIVED  
NO.:  
DATE:  
TIME: 11:51  
BY: [Signature]

Cc: Dr. Rhea Mar A. Angtud, Schools Division Superintendent, Division of Cebu  
/ Dr. Wilfreda D. Bongalos, CESO V, Schools Division Superintendent, Division of Negros Oriental

Re: Work Partners' Conference and Swearing-in Ceremony for Batch 278 Volunteers on  
September 15-19, 2019 in San Mateo, Rizal

Dear Dr. Jimenez,

We hope this letter finds you and the rest of your staff at the Department of Education-Region VII well. We are pleased to inform you that we will assign Peace Corps Volunteers in the following schools in Region VII.

	School	Division
1	Liloan Central Elementary School	Division of Cebu
2	Argao Central Elementary School	Division of Cebu
3	Argao National High School	Division of Cebu
4	Dalaguete National High School	Division of Cebu
/5	Balugo Elementary School	Division of Negros Oriental
/6	Palinpinon Elementary School	Division of Negros Oriental
/7	San Jose Provincial High School	Division of Negros Oriental

Every year, Peace Corps conducts a Work Partners' Conference for all agencies that will be having Peace Corps Volunteers for the next two years. The main goal of this Conference is for the Work Partners to gain a better and deeper understanding about the Peace Corps Philippines program and for them to be fully informed of our policies, procedures and regulations related to the Volunteers' assignment. It will also help them and the Volunteers establish a relationship built on understanding and trust. The Volunteers will also start learning and appreciating the communities in which they will be living and working in for the next two years.

In this regard, we would like to make an official request to you and your office to allow the following school head and teachers to attend the Work Partners' Conference on September 15-17 at Ciudad Christhia Resort in San Mateo, Rizal. The Conference will be followed by the Swearing-In Ceremony on September 18. They will travel back to Cebu and Negros Oriental with the Peace Corps Volunteers on September 19. They will be with us from September 15 through 19, including travel days.

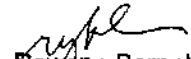
	School	Teacher-Counterpart
1	Liloan Central Elementary School	Ms. Ligaya Crisostomo
2	Argao Central Elementary School	Ms. Teodora Ilustrisimo
3	Argao National High School	Ms. Janice D. Bellita
4	Dalaguete National High School	Ms. Michelle Angelie Bejec
5	Balugo Elementary School	Ms. Mayet Saberon
6	Palinpinon Elementary School	Ms. Sarah Jane C. Delfino
7	San Jose Provincial High School	Ms. Esther M. Villarin

PNB Financial Center, 6th Floor, Bayside, President Diosdado Macapagal Blvd., Pasay City 1308, Philippines  
P.O Box 7013, Airmail Exchange Office, NAIA, Pasay City 1301, Philippines  
Tel: (632) 833-6420; Fax: (632) 833-6425; Email: info@ph.peacecorps.gov

PC Philippines will shoulder all expenses for transportation, meals and accommodations. Attached are the logistics note, for your reference, and the logistics form and waiver that the participants need to fill up and send back to us by email to [iplata@peacecorps.gov](mailto:iplata@peacecorps.gov) on or before September 11.

We hope for your favorable response to this request. Should you have any questions, please do not hesitate to contact Program Assistant Ian Plata at 0918-942-6572. Thank you very much.

Sincerely,



Rowena Bernal  
Program Manager - Education



Peace Corps

## Logistics Form

Work Partners' Conference

**Full Name** (For plane ticket and certificates -- Please write your name reflected in your ID to be presented at the airport):

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**Nickname** (for nametag during the event): \_\_\_\_\_

**Date of birth:** \_\_\_\_\_

**Mobile number:** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Home address:** \_\_\_\_\_

The United States Embassy requires a valid ID to be presented upon entry to the compound during the Swearing-in Ceremony, please provide the ID details required:

**ID to be presented at the Embassy:** \_\_\_\_\_

**ID Number:** \_\_\_\_\_

For travel concerns, please contact Marcielle Mendones, Training Assistant, at 0918-920-4271.



# RELEASE AND WAIVER OF LIABILITY

IN CONSIDERATION of being permitted to participate in the Work Partners' Conference, for myself, my personal representatives, assigns, heirs, and next of kin:

1. ACKNOWLEDGE, AGREE, AND REPRESENT that I understand the nature of the activity, and that I am qualified based on the criteria cited in the information guide, in good health, and in proper condition to travel to and participate in such activity. I further agree and warrant that, if any time, I believe the conditions to be unsafe, I will immediately discontinue my participation in the activity.
2. ACKNOWLEDGE, AGREE, AND REPRESENT that if I need medical attention during the course of the activity, I understand I will be responsible for the payment of all costs incurred incident to such treatment. I will not hold US Peace Corps in any way responsible for accidents and/or injury to myself that are wholly or in part resulting from facilities, acts, or omissions not directly managed by the US Peace Corps.
3. HEREBY RELEASE AND DISCHARGE US Peace Corps from all liability, claims, demands, or losses on my account, caused, or alleged to be caused, in whole or in part by the negligence of the US Peace Corps, including negligent rescue operations.

I ACKNOWLEDGE I am over the age of 18 years, have read this agreement, and fully understand its terms:

<b>Participant's Name and Signature</b>
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<b>Address</b>	<b>Contact Numbers</b>	<b>Date Signed</b>

### PERSON TO CONTACT IN CASE OF EMERGENCY:

<b>Name:</b>		<b>Relation:</b>	
<b>Address:</b>			
<b>Mobile Number:</b>		<b>Landline:</b>	

NOTE: Please print a copy of this form and leave one copy to the person to contact in case of emergency. Bring the other copy and submit to the Secretariat during registration.