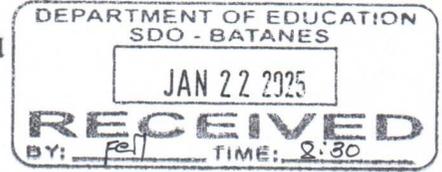


SDO



Republic of the Philippines  
**Department of Education**  
REGION II - CAGAYAN VALLEY  
SCHOOLS DIVISION OF BATANES  
ITBUD INTEGRATED SCHOOL  
UYUGAN, BATANES

9/21



**1<sup>st</sup> Endorsement**  
January 21, 2025

Respectfully forwarded to the Schools Division Superintendent, **Mr. Alfredo B. Gumaru Jr. EdD, CESO V**, herein basic communication of Ms. Jolina T. Talledo, Teacher II, of Itbud Integrated School, requesting transfer to school within Quirino District, Schools Division of Isabela, for his information and appropriate action.

  
ZALDY C. ADRI  
School Principal I



- Address: Itbud, Uyugan, Batanes, 3903
- Contact No.: 09292266975
- Email Address: [itbudintegratedschool@deped.gov.ph](mailto:itbudintegratedschool@deped.gov.ph)
- Facebook: [www.facebook.com/iis.itbud](http://www.facebook.com/iis.itbud)

January 21, 2025

**ALFREDO B. GUMARU, JR., EdD, CESO V**

Schools Division Superintendent

Division of Batanes

Basco, Batanes, Philippines

**Thru:**

**ZALDY C. ADRI**

Principal I

Itbud Integrated School

Itbud, Uyugan, Batanes

Sir:

Greetings of Peace and Love!

I am Jolina Tadeo Talledo, a Teacher II currently teaching at Itbud Integrated School in Uyugan, Batanes. With utmost respect, I am writing to humbly request a transfer to a school within the Quirino District, Schools Division of Isabela, for the following reasons:

1. Since my assignment on September 20, 2022, I have been serving at Itbud Integrated School, Uyugan, Batanes. However, the location presents several challenges, including the lack of cellular phone signal and its significant distance from my home and family in Villa Miguel, Quirino, Isabela.
2. I am a bona fide resident of Villa Miguel, Quirino, Isabela, and it has long been my aspiration to serve as a teacher in my hometown. Teaching in the community where I grew up has always been a dream of mine.
3. The daily commute between my boarding house and school takes 20 to 30 minutes each way. The distance, combined with potential safety risks, has made it increasingly difficult for me to fully commit to my teaching duties. I often find myself relying on prayer for protection during my travels, but this remains a significant concern.
4. Transferring to a school closer to home would not only alleviate these travel burdens but also allow me to extend my service beyond official hours. Being closer to my family would provide me with more opportunities to contribute to the students' welfare and engage in community-based initiatives.
5. In addition, the financial strain of my current assignment is a concern. Living closer to my family would reduce travel and living expenses, allowing me to better support my family and focus on my responsibilities as an educator.

It is my sincere hope that you will consider my request favorably. I believe this transfer will enable me to better serve my students, contribute more effectively to my community, and ensure safer, more manageable travel for me.

Thank you for taking the time to consider my request. I look forward to your kind understanding and approval.

Respectfully yours,



**Jolina T. Talledo**

Teacher II