

ANNEX A



34144222311939



No.: 475

Republic of the Philippines
Department of Education
Schools Division of Negros Oriental

DEPT. OF ED. OR
REL. 3560
NO. 023.1543
DATE 24 MAY 2023

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name	ENGR. MONICA P. ABADINES ENGR. WENDY L. BALDAZANO
Position/ Designation	Senior Technical Asst. III
Permanent Station	DepEd, Schools Division of Negros Oriental
Purpose of Travel (must be supported by attachments)	Conduct monitoring inspection of on-going LMS CY 2022 Construction of 1 Storey 4 Classroom and monitoring inspection of on going NewCon CY 2022 Construction of 1 Storey 2 Classroom.
Host of Activity	SGOD (EFS)
Inclusive Dates	MAY 24, 2023
Destination	Guilongsoran PS & Alicia C. Calumpang ES, San Jose, Negros Oriental
Fund Source	Division / local MOOE funds

I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.

WENDY L. BALDAZANO
Senior Technical Asst. III

05/22/2023

Name and Signature of Requesting Employee

Date

This is to certify that the trip of the requesting employee satisfies all minimum conditions for authorized official travel and that alternatives to travel are insufficient for purpose stated herein.

RACHEL B. PICARDAL EdD
Chief, SGOD

MAY 22 2023

Name and Signature of Recommending Authority

Date

APPROVED

NERI C. OJASTRO EdD, CESE
Schools Division Superintendent

5/22/23

Name and Signature of Approving Authority

Date