
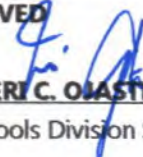




Republic of the Philippines  
**Department of Education**  
 REGION VII – CENTRAL VISAYAS  
 Schools Division OF Negros Oriental

RELEASED  
 NO.: ~~023-3439~~  
 DATE: 8 DEC 2023  
 BY: [Signature]  
 RECORD SECTION

<b>TRAVEL AUTHORITY FOR OFFICIAL TRAVEL</b>	
Region: VII BUREAU/DIVISION/SCHOOL: DepEd Negros Oriental	
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>CONTROL NO.</b>            1043         </div>	
<b>Date of Filing</b>	December 6, 2023
<b>NAME</b>	DR. MARCELO K. PALISPIS DR. JOELYZA M. ARCILLA DR. NILITA L. RAGAY DR. RACHEL B. PICARDAL
<b>Permanent Station</b>	DepEd Division Office of Negros Oriental
<b>Purpose of Travel</b> (must be supported by attachments)	To attend Year-End Regional Management Committee Meeting (MANCOM) CY 2023 (Face-to-Face)
<b>Host of Activity</b>	Regional Office
<b>Inclusive Dates</b> (Inclusive of Travel Time)	December 13-14, 2023
<b>Destination</b>	Eloisa Royal Suites, Maximo V. Patalinhug Jr. Avenue, Basak, Lapu-Lapu City
<b>Fund Source</b> (Pap Code/...)	The registration fee, travelling expenses and other incidental expenses shall be charged against Division Office/Local Funds, for Division Office participants while Regional Office funds for Regional Office participants, all subject to the usual accounting and auditing rules and regulations.
<i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i>	
<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p style="text-align: center;">  <b>JOELYZA MIGUEL-ARCILLA EdD, CESE</b>            Name and Signature of Requesting Employee</p> </div> <div style="width: 30%; text-align: center;"> <p>_____</p> <p>Date</p> </div> </div>	
<i>This is to certify that the trip of the requesting employee satisfies all the minimum conditions for authorized official travel and that alternatives to travel are insufficient for purpose stated herein.</i>	
<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p style="text-align: center;">_____</p> <p>Name and Signature of Recommending Authority</p> </div> <div style="width: 30%; text-align: center;"> <p>_____</p> <p>Date</p> </div> </div>	
<b>APPROVED</b> <div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p style="text-align: center;">  <b>NERI C. OJASTRO EdD, CESE</b>            Schools Division Superintendent</p> </div> <div style="width: 30%; text-align: center;"> <p>12/6/2023</p> <p>_____</p> <p>Date</p> </div> </div>	