



Republic of the Philippine
Department of Education

RELEASED
NO.: 023-0630
DATE: 06 MAR 2023
BY: [Signature]
RECORDS SECTION

<u>AUTHORITY TO TRAVEL</u>		CONTROL NUMBER 220
REGION: VII BUREAU/DIVISION: DEPED, SCHOOLS DIVISION OF NEGROS ORIENTAL		
Date of Filing	March 3, 2023	
Name	ALFREDO L. TICON, JR.	
Position/Designation	DEMO II	
Permanent Station	SDO, Negros Oriental	
Purpose of Travel	To report to SDO ICT Unit office relative to the installation of the glass housing of the server.	
Activity Organized/ Sponsored By	DepEd Division of Negros Oriental	
Period Covered <i>(Inclusive of Travel Time)</i>	March 4, 2023	
Please Check	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time	
Venue / Destination	Sta. Catalina District IV	
Expenses Covered	Travel and other related expenses <small>(subject to the usual accounting and auditing rules and regulations)</small>	
Fund Source (PAP Code/....)	Division MOOE	
Recommending Approval: <div style="text-align: center;">  REMYLIN V. GAO-GAO IT Officer I </div> Date: <u>3/3/2023</u>		Approved: By Authority of the Schools Division Superintendent: <div style="text-align: center;">  MARCELO K. PALISPIS, EdD OIC-Office of the Asst. Schools Division Superintendent Office-in-Charge </div> Date: <u>3/7/23</u>