



Republic of the Philippine
Department of Education



TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name	ARLENE A. PEPITO
Position/Designation	EPS II- ALS
Permanent Station	Division Office
Purpose of Travel (must be supported by attachments)	Conduct the following activities in preparation for the Presentation Portfolio Assessment for ALS Accreditation and Equivalency Elem. and JHS for the School Year 2022-2023 to assigned dist.
Host of Activity	CID
Inclusive Dates	April 27-28, 2023- Amlan District May 2-4, 2023- Sta. Catalina Districts May 9-12, 2023- Valencia District
Destination	Amlan, Sta. Catalina Dist.1-4 and Valencia District
Fund Source	ALS PSF/Division MOOE/ Local Funds
<i>I hereby attest that the information in this form and in the supporting documents attached here to are true and correct.</i>	
<u>ARLENE A. PEPITO</u> Name and Signature of Requesting Employee	<u>4-26-23</u> Date
<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>	
<u>CARMELITA A. ALCALA, EdD</u> Name and Signature of Recommending Authority	<u>4-26-23</u> Date
APPROVED <i>By the authority of the Schools Division Superintendent:</i>	
<u>NILITA L. RAGAY, EdD-OIC-ASDS/CID Chief</u> Name and Signature of Approving Authority	<u>4-26-23</u>