




Republic of the Philippines  
Department of Education

023.0105  
16 JAN 2023  
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<b>AUTHORITY TO TRAVEL</b>		CONTROL NO: 39
REGION	: <b>REGION VII - CENTRAL VISAYAS</b>	
DIVISION	: <b>SCHOOLS DIVISION OF NEGROS ORIENTAL</b>	
DATE OF FILING	January 16, 2023	
NAME/S & POSITION / DESIGNATION	MARCELO K. PALISPIS, EdD, JD JOELYZA M. ARCILLA, EdD NILITA L. RAGAY, EdD RACHEL B. PICARDAL, EdD SONNY V. UY	
PERMANENT STATION	DepEd, Schools Division of Negros Oriental	
PURPOSE OF TRAVEL	To pick up and transport donated vitamins for the Division of Negros Oriental and bring important documents for the Schools Division Superintendent's signature	
ACTIVITY ORGANIZED / SPONSORED BY	Administrative-Supply	
PERIOD COVERED	January 17-18, 2023	
PLEASE CHECK	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time	
VENUE / DESTINATION	Lahug, Cebu City Balamban, Cebu	
EXPENSES COVERED	Travelling / Transportation and other incidental expenses	
FUND SOURCE	Division/local MOOE funds	
<b>RECOMMENDING APPROVAL:</b>	<b>APPROVED:</b>	
	By the Authority of the Schools Division Superintendent:	
	 <b>MARCELO K. PALISPIS, EdD, JD</b> OIC- Asst. Schools Division Superintendent Office-In-Charge	
Date : _____	Date : _____	