



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

No.: 441

023.1420  
12 MAY 2023**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>KATHLEEN D. OMOSO</b>
<b>Position/ Designation</b>	Guidance Counselor I
<b>Permanent Station</b>	Sibulan National High School
<b>Purpose of Travel</b> (must be supported by attachments)	To attend the Philippine Guidance and Counseling Association (PGCA) 58 <sup>th</sup> Annual General Assembly ( <b>On Official Time Only</b> )
<b>Host of Activity</b>	Philippine Guidance and Counseling Association
<b>Inclusive Dates</b>	May 15 – 17, 2023
<b>Destination</b>	UP Diliman, Quezon City
<b>Fund Source</b>	<b>Personal</b>

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

  
**KATHLEEN D. OMOSO**

Name and Signature of Requesting Employee

May 9, 2023

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.

  
**LUISITO R. DIVINIGRACIA**

Name and Signature of Approving Authority

May 9, 2023

Date

**APPROVED**

  
**NERI C. OJASTRO EdD, CESE**

Name and Signature of Approving Authority

5/11/23

Date