

ANNEX A



34144152385937



No.: 459

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

023.147
17 MAY 2023
SECTION

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name	ENGR. MONICA P. ABADINES ENGR. WENDY L. BALDAZANO MR. DESIDERIO T. QUITOY JR.
Position/ Designation	Senior Technical Assistant III (STA III) ADA I/ Division Electrician
Permanent Station	DepEd, Schools Division of Negros Oriental
Purpose of Travel (must be supported by attachments)	Conduct ocular inspection for 2 Storey 6 Classrooms and 2 Storey 8 Classrooms School Buildings (punch listed)
Host of Activity	SGOD (EFS)
Inclusive Dates	May 19, 2023
Destination	Matambok ES, Manjuyod
Fund Source	Division / local MOOE funds

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


MONICA P. ABADINES

5/15/2023

Name and Signature of Requesting Employee

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.


RACHEL B. PICARDAL EdD
SGOD Chief

5/15/2023

Name and Signature of Recommending Authority

Date

APPROVED


NERI C. OJASTRO EdD, CESE
Schools Division Superintendent

5/15/23

Name and Signature of Approving Authority

Date