

ANNEX A



No.: 470

Republic of the Philippines
Department of Education

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

023.1533
DATE: 27 MAY 2023
BY: [Signature]
REGO SECTION

REGION: VII- Central Visayas

BUREAU/DIVISION/SCHOOL: DepEd, Schools Division of Negros Oriental

Name	JAN KIM RAAGAS, OUGIE LABONG, WILSON LARENA
Position/Designation	ADAS II, ADA I, ADA I
Permanent Station	Division Office
Purpose of Travel <i>(must be supported by attachments)</i>	To deliver sports equipment procured under the Sports Supplies & Equipment & Distribution Program Implementation
Host of Activity	Administrative Section- Supply Unit
Period Covered <i>(Inclusive of Travel Time)</i>	May 23; May 25; May 30, 2023
Venue/Destination	Zamboanguita CES, Don Emilio Macias NHS, Valencia CES, Jimalalud CES, Ayungon CES
Fund Source	Division MOOE

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

JAN KIM RAAGAS

22 MAY 2023

Name and Signature of Requesting Employee

Date

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 purposes stated herein.

RUBY JEAN ESTRELLITA M. BIDAURE, JD

22 MAY 2023

Administrative Officer IV - Supply
Name and Signature of Recommending Authority

Date

APPROVED

NERI C. OJASTRO, EdD, CESE

6/22/23

Schools Division Superintendent
Name and Signature of Approving Authority

Date