



Republic of the Philippines
Department of Education

CONTROL NO.

614

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**REGION:** VII- Central Visayas**BUREAU/DIVISION/SCHOOL:** DepEd, Schools Division of Negros Oriental

Name	JAN KIM N. RAAGAS, PHOEBE JEAN A. SAGOLILI, JESSE JOHN E. PAGASIAN, OUGIE E. LABONG, JEDILISO N. CATALAN
Position/Designation	ADAS-2, ADA-6, ADAS-3, ADA - 1, ADA - 1
Permanent Station	DepEd, Schools Division of Negros Oriental
Purpose of Travel	To attached sticker for DCP Laptop Packages and deliver Kindergarten Workbooks
Host of Activity	Admin - Supply
Period Covered (Inclusive of Travel Time)	July 10-14, 2023
Venue/Destination	1st, 2nd & 3rd Congressional Districts
Fund Source	Division/local MOOE funds

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


JAN KIM N. RAAGAS

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

Name and Signature of Recommending Authority

Date

APPROVED


NERI C. OJASTRO EdD, CESE

Schools Division Superintendent

7/21/23
Date