



Republic of the Philippines  
**Department of Education**



<b>TRAVEL AUTHORITY FOR OFFICIAL TRAVEL</b>		NO: <u>739</u>
NAME	MA. JENNIFER P. PIODOS, Accountant III MARIA SUZETTE N. CATUBAY, ADAS III KAREN I. CUAJAO, AO II KEVIN B. SAMSON, AO II LIZBETH R. VALENCIA, AO II	
Position /Designation		
Permanent Station	DepEd, Schools Division Office of Negros Oriental	
Purpose of Travel (must be supported by attachments)	Monitoring of School MOOE utilization and bank reconciliation	
Host of Activity	Finance	
Inclusive Dates	September 1, 2023	
Destination	3 <sup>rd</sup> Congressional districts	
Fund Source	Division / local MOOE funds	
<i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i>		
<u>MA. JENNIFER P. PIODOS</u> Name and Signature of Requesting Employee		_____ Date
<i>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 purpose stated herein.</i>		
<u>MARCELO K. PALISPIS EdD, JD</u> Name and Signature of Recommending Authority		_____ Date
<b>APPROVED</b>		
By Authority of the Schools Division Superintendent:		
<u>NERI C. OJASTRO EdD, CESE</u> Schools Division Superintendent		<u>8/24/23</u> Date