

ANNEX A



No.: 740

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



TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name	ENGR. PHILIP C. TUBOG MR. DESIDERIO T. QUITOY, JR.
Position/ Designation	Division Engineer III ADA I - Electrician
Permanent Station	DepEd, Schools Division of Negros Oriental
Purpose of Travel (must be supported by attachments)	Conduct taking of geo-tagged photos on calamity affected school buildings to comply with the Central Office requirements
Host of Activity	SGOD (EFS)
Inclusive Dates	August 30, 2023
Destination	Inas ES, Valencia; Calangag ES, Bacong; Gregorio Elmaga MES, Caigangan ES, Sta. Catalina and Amio ES, Sta. Catalina
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.


PHILIP C. TUBOG

8/24/2023

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

8/24/2023

Name and Signature of Recommending Authority

Date

APPROVED

By the Authority of the Schools Division Superintendent:


NERI C. OJASTRO EdD, CESE
Schools Division Superintendent

8/24/23

Name and Signature of Approving Authority

Date