



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

No.: 793



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 DEPED NEG. OR
RELEASED
 NO.: 023-2451
 DATE: 30 AUG 2023
 R.V.:
 REGOR SECTION

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name	ENGR. MONICA P. ABADINES ENGR. WENDY L. BALDAZANO
Position/ Designation	Technical Asst. IV/Engineer III
Permanent Station	DepEd, Schools Division of Negros Oriental
Purpose of Travel (must be supported by attachments)	To conduct final & punchlisting inspection of newly constructed 1 Storey 2 Classroom Building and re'inspection of remaining punchlisted item of 2 Sty 6 Classroom and 4 Storey Workshop Laboratories (2 ICT Lab & 2 Science Lab) with DPWH Engineers, & re'inspection of remaining punchlisted
Host of Activity	SGOD (EFS) <i>etc for newly constructed 2 Storey 4 Classroom.</i>
Inclusive Dates	SEPTEMBER 7-8, 2023
Destination	Alicia C. Calumpang ES, San Jose; Amlan NHS-Jugno Campus, Amlan NHS, Amlan; Mayaposi CHS, Campanun-an Senior HS, Manlingay ES, Mabinay
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.

[Signature]
WENDY L. BALDAZANO
 Technical Asst. IV/Engineer III

08/29/2023

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.

[Signature]
RACHEL B. PICARDAL EdD
 Chief, SGOD

AUG 29 2023

Name and Signature of Recommending Authority

Date

APPROVED

[Signature]
NERI C. OJASTRO EdD, CESE
 Schools Division Superintendent

8/29/23

Name and Signature of Approving Authority

Date