



Republic of the Philippines
Department of Education
 REGION VII – CENTRAL VISAYAS
 Schools Division OF Negros Oriental

BASED
 023-2403
 DATE: 4 SEP 2023
 BY: _____
 RECORD SECTION

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Region: VII
 BUREAU/DIVISION/SCHOOL: DepEd Negros Oriental

CONTROL NO.
 751

Date of Filing	September 1, 2023	
NAME	DR. CARMELITA A. ALCALA DR. DAN P. ALAR MRS. DAE P. HABALO DR. REGINA CLARINA EMPESO MRS. KARLA P. ANTONIO MRS. EMILDA CHIU MRS. GUEIA SAMSON MR. JESSE JOHN PAGASIAN	MRS. ELLEN R. MA-YAGMA MR. BRENT JOHN P. TRANSMONTE
Permanent Station	SDO Division Office	
Purpose of Travel (must be supported by attachments)	To conduct on-site Post Qualification	
Host of Activity	DepEd Negros Oriental	
Inclusive Dates (Inclusive of Travel Time)	September 4, 2023	
Destination	JSAM'S LINK TRADING, AMLAN	
Fund Source (Pap Code/...)	Transportation/per diem and other incidental expenses incurred shall be charged to DepEd MOOE other local funds.	

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

DAE P. HABALO *DAE P. Habalo* 9/1/2023
 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 purpose stated herein.

MARCELO K. PALISPIS EdD, JD *M. Palispis* 9/1/2023
 Name and Signature of Recommending Authority Date

APPROVED
NERVIC O. ASTRO EdD, CESE *N. Astro* 9/1/23
 Schools Division Superintendent Date