



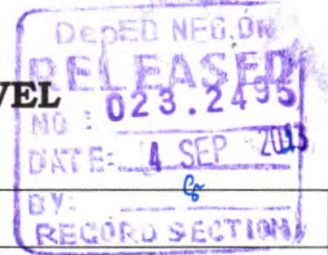
Republic of the Philippines
Department of Education
Schools Division of Negros Oriental

No.: 754



341484239504

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL



Name	MR. DESIDERIO T. QUITOY, JR.
Position/ Designation	ADA I/ ELECTRICIAN
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 Classrom 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.
Host of Activity	SGOD (EFS)
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.	
 DESIDERIO T. QUITOY, JR. ADA I/ Electrician	
_____ 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 Chief, SGOD	
_____ Name and Signature of Recommending Authority	
_____ Date	
APPROVED	
 NERI C. OJASTRO EdD, CESE Schools Division Superintendent	
_____ Name and Signature of Approving Authority	
_____ Date	