ANNEX A

No.: 758

DEPED NEGOR
RELEASED
NO. 023.2501
DATE 5 SEP 2023
BY
RECORDS SECTION

Republic of the Philippine
Department of Education

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name	**DR. NILITA L. RAGAY** **DR. CARMELITA A. ALACALA**
Position/Designation	OIC ASDS/Chief CID and Education Program Supervisor
Permanent Station	SDO Negros Oriental
Purpose of Travel (must be supported by attachments)	To attend the turn-over of School Supplies from Longmont Colorado & Rotary Club of Dumaguete East to Dauin District
Host of Activity	DEPeD NegOr
Inclusive Dates	September 6, 2023
Destination	Dauin District
Fund Source	Division MOOE/local Funds

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

CARMELITA A. ALCALA EdD — 9/3/2023
Education Program Supervisor — Date
Name and Signature of Requesting Employee

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.

_____ — _____
Name and Signature of Recommending Authority — Date

APPROVED
By the Authority of the Schools Division Superintendent:

NILITA L. RAGAY EdD — 9/5/2023
OIC-ASDS/Chief CID — Date
Name and Signature of Approving Authority