

ANNEX A



CONTROL NO.
467

Republic of the Philippines
Department of Education

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

RELEASED
NO. 023-2515
DATE 8 SEP 2023
BY: [Signature]

REGION: VII- Central Visayas

BUREAU/DIVISION/SCHOOL: DepEd, Schools Division of Negros Oriental

Date of Filing		September 6, 2023
Name	DR. JOELYZA M. ARCILLA , OIC - ASDS MRS. LANI B. YURONG , AO V MRS. JIAN A. DIAZ , AO IV	
Position/Designation		
Permanent Station		DIVISION OF NEGROS ORIENTAL
Purpose of Travel		To attend the Awarding Ceremony of PRIME HRM which will be conducted during CSC RO VII Regional Awards Rites.
Host of Activity		
Period Covered (Inclusive of Travel Time)		September 7-8, 2023
Venue/Destination		DepEd Ecotech Pavillion, Sudlon Lahug, Cebu City
Fund Source		Travelling and other incidental expenses shall be charged to Division MOOE/ Local funds, subject to the usual accounting and auditing rules and regulations.
<p>I hereby attest the information in this form and in the supporting documents attached hereto are true and correct.</p> <p style="text-align: center;">LANI B. YURONG ADMINISTRATIVE DEPUTY</p> <p>_____ Name and Signature of Requesting Employee</p> <p style="text-align: right;">_____ Date</p>		
<p>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 purposes stated herein</p> <p style="text-align: center;">_____ Name and Signature of Recommending Authority</p> <p style="text-align: right;">_____ Date</p>		
<p>APPROVED</p> <p>By the Authority of the Schools Division Superintendent:</p> <p style="text-align: center;">NILITA L. RAGAY EdD OIC-ASDS, Chief-CID</p> <p>_____ Office In-Charge</p> <p style="text-align: right;">_____ Date</p>		