

ANNEX A



Control No. 804

Republic of the Philippines
Department of Education

DEPT. OF EDUC.
RELEASED
NO.: 023-2762
DATE: 29 SEP 2023
BY: G
RECORD SECTION

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

REGION: VII- Central Visayas

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

Name	Melanie Mae Austero, Kenneth Misamis, Suzette Onde, Marianne Mae Ragas
Position/Designation	Nurse II
Permanent Station	Division Office
Purpose of Travel	To attend the Civil Service Family Fun Day 2023
Host of Activity	SDO Negros Oriental
Period Covered (Inclusive of Travel Time)	Sept. 28, 2023 – Negros Oriental High School
Venue/Destination	NOHS
Fund Source	MOOE

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


Kenneth Misamis, RN Sept. 27, 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 purposes stated herein


RACHEL B. PICARDAL, EdD 9/27/2023
 Name and Signature of Recommending Authority Date

Approved by:


NERI C. OJASTRO EdD, CESE 9/27/23
 Schools Division Superintendent Date
 Schools Division of Negros Oriental