

ANNEX A



Control No. 809

Republic of the Philippines  
Department of Education

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**



**REGION:** VII- Central Visayas

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


<b>Name/Designation</b>	<b>DR. KARINA LOUISE DE LA CRUZ, MO-III</b> <b>DEANNE BETH MANABAN, Nurse-II</b> <b>MARYDEL CADIENTE, Nurse-II</b> <b>GWYNNE STACY MONCIDA, Nurse-II</b>
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	To assess school-related incident of Puhagan ES; Provide psychosocial support to personnel.
<b>Host of Activity</b>	Division Office
<b>Period Covered (Inclusive of Travel Time)</b>	September 26, 2023
<b>Venue/Destination</b>	Valencia District
<b>Fund Source</b>	Division MOOE

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

  
**DR. KARINA LOUISE B. DE LA CRUZ**  
Name and Signature of Requesting Employee

September 26, 2023  
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**  
Chief Education Supervisor, SGOD  
Name and Signature of Recommending Authority

SEP 26 2023

Date

Approved

  
**NERI C. OJASTRO EdD, CESE**  
Schools Division Superintendent  
Schools Division of Negros Oriental  
Name and Signature of Approving Authority

9/27/23

Date