

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

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**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

RELEASED  
 NO: 023-2880  
 DATE: 06 OCT 2023

<b>Name</b>	ENGR. MONICA P. ABADINES ENGR. WENDY L. BALDAZANO ENGR. PHILIP C. TUBOG MR. DESIDERIO T. QUITOY, JR.
<b>Position/ Designation</b>	Technical Assistant IV/Engineer III, Division Engineer III, Electrician
<b>Permanent Station</b>	DepEd, Schools Division of Negros Oriental
<b>Purpose of Travel</b> (must be supported by attachments)	To conduct final & punchlisting inspection of newly constructed LMS CY 2021 1 Sty 4 Classroom (with common toilet) with provision of Rainwater Collector, School Furniture, Solar PV Energy System and Water System.
<b>Host of Activity</b>	SGOD (EFS)
<b>Inclusive Dates</b>	OCTOBER 6, 2023
<b>Destination</b>	Agan-an Elementary School, Sibulan
<b>Fund Source</b>	Division / local MOOE funds

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


  
**WENDY L. BALDAZANO**  
 Technical Assistant IV/Engineer III

10/03/2023

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.

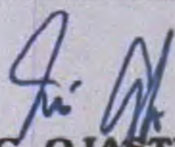
  
**RACHEL B. PICARDAL EdD**  
 Chief, SGOD

10/3/2023

Name and Signature of Recommending Authority

Date

**APPROVED**

  
**NERI C. OJASTRO EdD, CESE**  
 Schools Division Superintendent

10/3/23

Name and Signature of Approving Authority

Date