



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

No.: 875



34149122395726

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

RELEASED
NO: 023-2959
DATE: 6 OCT 2023
BY: [Signature]
RECORD SECTION

Name	ENGR. MONICA P. ABADINES ENGR. WENDY L. BALDAZANO MR. JESSE JOHN E. PAGASIAN MR. DESIDERIO T. QUITOY, JR.
Position/ Designation	Technical Assistant IV/Engineer III, ADAS III, ADA I/Electrician
Permanent Station	DepEd, Schools Division of Negros Oriental
Purpose of Travel (must be supported by attachments)	To conduct final and punchlisting inspection and monitoring of on going QRF CY 2022 Replenishment Repair of Classroom Buildings.
Host of Activity	SGOD (EFS)
Inclusive Dates	OCTOBER 18, 2023
Destination	Jimalalud CES, Jimalalud & Ayungon CES, Ayungon, Negros Oriental
Fund Source	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

October 12, 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

OCT 14 2023

Name and Signature of Recommending Authority

Date

APPROVED

NERI C. OJASTRO EdD, CESE
Schools Division Superintendent

10/16/23

Name and Signature of Approving Authority

Date