



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

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**



<b>Name</b>	<b>JOSEPH R. GEMINA</b>
<b>Position/ Designation</b>	PDO II
<b>Permanent Station</b>	DepEd NegOr SGOD
<b>Purpose of Travel</b> (must be supported by attachments)	To attend the Capacity Building of DRRM Advocates on the Training Design, Session Guide, Slide Deck Preparation and the Disaster Memorial Activities
<b>Host of Activity</b>	DepEd RO7
<b>Inclusive Dates</b>	November 5-8, 2023
<b>Destination</b>	DepEd Ecotech, Sudlon, Lahug, Cebu City
<b>Fund Source</b>	Regional DPRP/Division MOOE/DRRM Funds

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

*for*  
JOSEPH R. GEMINA  
Name and Signature of Requesting Employee

October 27, 2023  
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.*

*for: [Signature]*  
RACHEL B. PICARDAL  
Name and Signature of Approving Authority

October 27, 2023  
Date

**APPROVED**

*[Signature]*  
NERI C. OJASTRO EdD, CESE  
Name and Signature of Approving Authority

11/3/23

Date