



Republic of the Philippine  
Department of Education



**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>Francis C. Austero</b>
<b>Position/Designation</b>	<b>EPS- II ALS</b>
<b>Permanent Station</b>	<b>DepEd-Negros Oriental</b>
<b>Purpose of Travel</b> (must be supported by attachments)	<b>To monitor and conduct classroom observation.</b>
<b>Host of Activity</b>	<b>Bindoy, Dauin, and Siaton</b>
<b>Inclusive Dates</b>	<b>October 8-10, 2023</b>
<b>Destination</b>	<b>Bindoy Districts 1-2, Dauin, and Siaton Districts 1-4</b>
<b>Fund Source</b>	<b>ALS PSF</b>
<p><i>I hereby attest that the information in this form and in the supporting documents attached here to are true and correct.</i></p> <p style="text-align: center;"><b>FRANCIS C. AUSTERO</b></p> <p style="text-align: right;">November 7, 2023</p> <p>_____ Name and Signature of Requesting Employee</p> <p style="text-align: right;">_____ Date</p>	
<p><i>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 purpose stated herein.</i></p> <p style="text-align: center;"><b>NILITA L. RAGAY, EdD</b></p> <p style="text-align: right;">November 7, 2023</p> <p>_____ Name and Signature of Recommending Authority</p> <p style="text-align: right;">_____ Date</p>	
<p><b>APPROVED</b></p> <p style="text-align: center;"><b>NERI C. OJASTRO EdD, CESE</b></p> <p style="text-align: right;">November 7, 2023</p> <p>_____ Schools Division Superintendent</p> <p style="text-align: right;">_____ Date</p>	