



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

Control No.: 945



341410823125830

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL****REGION:** Region VII – Central Visayas**BUREAU/DIVISION/SCHOOL:** DepEd – Schools Division of Negros Oriental

Name	ENGR. PHILIP C. TUBOG	
Position/ Designation	Division Engineer III	
Permanent Station	DepEd, Schools Division of Negros Oriental (Div. Office)	
Purpose of Travel (must be supported by attachments)	Punchlisting Inspection of 4 Storey 4 Laboratory School Building – Assessment of School Building and Classroom Needs	
Host of Activity	SGOD (Education Facilities Section)	
Inclusive Dates	November 8, 2023	
Destination	Gregorio Elmaga MHS, Zamboanguita	
Fund Source	Division / local MOOE funds	
<i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i>		
<i>for.</i> ENGR. PHILIP C. TUBOG Div. Engr. III		NOV. 8, 2023
Name and Signature of Requesting Employee		Date
<i>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.</i>		
 RACHEL B. PICARDAL EdD SGOD Chief		NOV 08 2023
Name and Signature of Recommending Authority		Date
APPROVED		
By the authority of the Schools Division Superintendent:		
 NERI C. OJASTRO EdD, CESE Schools Division Superintendent		11/8/23
Name and Signature of Approving Authority		Date