



Republic of the Philippines

Department of Education

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

RELEASED  
 NO: 023.3172  
 DATE: 09 MAY 2023  
 BY: [Signature]  
 RECORD SECTION

No.: 950

Name	MS. KATHERINE Y. SEDILLO
Position/Designation	Education Program Supervisor
Permanent Station	SDO Negros Oriental
Purpose of Travel	Conduct reading assessment/monitoring of classes (regular and SPED), attend review on Literacy and Numeracy with School Heads and provide technical assistance.
Host of Activity	DepEd Negros Oriental
Inclusive Dates	November 10, 2023
Destination	Amlan and San Jose Districts
Fund Source	DIVISION MOOE/LOCAL FUNDS

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

**KATHERINE Y. SEDILLO**

Education Program Supervisor

Name and Signature of Requesting Employee

11/9/2023

Date

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.

**MILITA L. RAGAY EDD**

OIC ASDS - CID Chief

Name and Signature of Recommending Authority

10/9/2023

Date

**APPROVED**  
 By the Authority of the Schools Division Superintendent:

**MARCELO R. PALISPIS EDD, JD**

Assistant Schools Division Superintendent

Name and Signature of Approving Authority

11/9/2023

Date