

ANNEX A



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

No.: 952



341410102313050

RELEASED  
NO: 023.3186  
DATE: 13 NOV 2023  
BY: [Signature]  
CORO SECTION

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>ENGR. MONICA P. ABADINES</b> <b>ENGR. WENDY L. BALDAZANO</b>
<b>Position/ Designation</b>	Technical Assistant IV (Engineer III)
<b>Permanent Station</b>	DepEd, Schools Division of Negros Oriental
<b>Purpose of Travel</b> (must be supported by attachments)	To conduct ocular site inspection and monitoring of ongoing CY 2023 BEFF - Repair of Classrooms implemented by DPWH First DEO
<b>Host of Activity</b>	SGOD (EFS)
<b>Inclusive Dates</b>	November 14, 2023
<b>Destination</b>	Mapalasan ES, La Libertad; Biga-a ES, La Libertad and Banga ES – Tayasan
<b>Fund Source</b>	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>	
 <b>MONICA P. ABADINES</b>	November 11, 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>	
 <b>RACHEL B. PICARDAL EdD</b> SGOD Chief	11/10/23
Name and Signature of Recommending Authority	Date
<b>APPROVED</b>	
 <b>NERI C. OJASTRO EdD, CESE</b> Schools Division Superintendent	11/12/2023
Name and Signature of Approving Authority	Date