



No.: 0040

Republic of the Philippines
Department of Education

RELEASED
 NO.: 024.0112
 DATE: 16 JAN 2024
 BY: [Signature]
 RECORD SECTION

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

REGION: VII- Central Visayas

BUREAU / DIVISION / SCHOOL: DepEd, Schools Division of Negros Oriental

Name	ALFREDO L. TICON, JR.
Position / Designation	DEMO II
Permanent Station	Schools Division of Negros Oriental
Purpose of Travel <i>(must be supported by attachments)</i>	To provide technical support on the ICT laboratory network issue in Pulangbato HS
Host of Activity	N/A
Period Covered <i>(Inclusive of Travel Time)</i>	Januray 19, 2024
Venue / Destination	Pulangbato HS, Valencia District
Fund Source	Division MOOE

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

ALFREDO L. TICON, JR.
 DEMO I

1/15/2024
 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 purposes stated herein.

REMYLIN V. GAO-GAO
 Division ITO - 1

1/15/2024
 Date

APPROVED

NERI C. OJASTRO EdD, CESO V
 Schools Division Superintendent

1/15/2024
 Date



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL
PULANGBATO NATIONAL HIGH SCHOOL
School ID: 303262

January 4, 2024

NERI C. OJASTRO, EdD CESO V
Schools Division Superintendent
Division of Negros Oriental

THRU: REMYLIN V. GAO-GAO
Information Technology Officer (ITO)
Division of Negros Oriental

Sir/Ma'am:

Greetings with peace and harmony!

I am writing to express our gratitude once again for the invaluable assistance provided last year by the **Division IT Unit headed by the ITO Maam Remylin V. Gao-gao** in installing the computers for our computer laboratory. Your expertise and support significantly contributed to the seamless functioning of our educational programs.

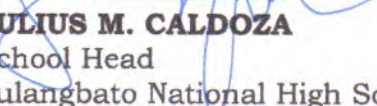
As we progress into a new year, we find ourselves in need of your assistance once again. **We are looking to install the other set of computers in DCP Batch 37, in our computer laboratory to enhance the learning experience for our students.** Given the complexity and technical requirements of the installation process, we believe your team's expertise is crucial for a successful implementation.

We understand that your team may have various commitments and responsibilities, and we sincerely appreciate your willingness to assist us again. Our school greatly values the partnership we have with the Division IT Team, and we are confident that your support will make a significant impact on the quality of education we provide.

Please let us know your convenient time and date for the said installation. We are looking forward to another successful collaboration with the Division IT Team.

Once again, thank you for your ongoing support and dedication to advancing technology in education.

Respectfully yours,


JULIUS M. CALDOZA
School Head
Pulangbato National High School

