



CONTROL NO.
6205

Republic of the Philippines
Department of Education

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

RELEASED
NO. 024.007
DATE 03 JAN 2024
SECTION

REGION: VII- Central Visayas

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

Name	OUGIE E. LABONG
Position/Designation	ADA -1
Permanent Station	DepEd - Division of Negros Oriental
Purpose of Travel	To validate co-procured items delivered directly to schools
Host of Activity	Admin - Supply
Period Covered (Inclusive of Travel Time)	January 3-5, 2024
Venue/Destination	1st, 2nd, 3rd Congressional Districts
Fund Source	Division/local MOOE funds

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


OUGIE E. LABONG
Name and Signature of Requesting Employee

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


RUBY JEAN ESTRELLITA M. BIDAURE
Name and Signature of Recommending Authority

11

Date

APPROVED


NERI C. OJASTRO EdD, CESO V
Schools Division Superintendent

1/2/2024

Date