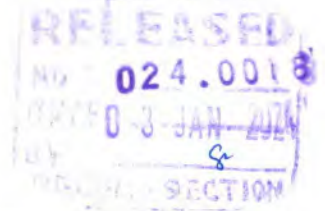




Republic of the Philippines  
Department of Education

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**



**REGION:** VII- Central Visayas

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

|  |  |
|--|--|
| <b>Name</b>                                      | <b>JEDILISO N. CATALAN</b>                 |
| <b>Position/Designation</b>                      | ADA -1                                     |
| <b>Permanent Station</b>                         | DepEd - Division of Negros Oriental        |
| <b>Purpose of Travel</b>                         | To deliver learning materials and supplies |
| <b>Host of Activity</b>                          | Admin - Supply                             |
| <b>Period Covered</b> (Inclusive of Travel Time) | January 3-5, 2024                          |
| <b>Venue/Destination</b>                         | 1st, 2nd, 3rd Congressional Districts      |
| <b>Fund Source</b>                               | Division/local MOOE funds                  |

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

**JEDILISO N. CATALAN**

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

1/2/2024

Date

**APPROVED**

**NERI C. OJASTRO EdD, CESO V**

Schools Division Superintendent

Date