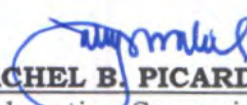
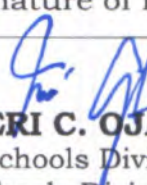




Republic of the Philippines
Department of Education
 REGION VII – CENTRAL VISAYAS
 Schools Division of Negros Oriental

DepED Negros Oriental
 RECEIVED
 024.0027
 DATE: JAN 2024
 BY: G
 RECORDS SECTION #008


TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name	Charlotte Francis T. Singson	
Position/ Designation	Dentist II	
Permanent Station	Division Office	
Purpose of Travel (must be supported by attachments)	To render dental health services to students, teaching and non-teaching personnel.	
Host of Activity	SDO NegOr School Health Section	
Inclusive Dates	January 4 & 9 - Masak Elg Jan. 13-19 - Felix M. Tio Jan. 5 - Zamboanguita Elg Jan. 20 & 25 - Manayupa Elg Jan. 11, 12 & 14 - Salay Elg Jan. 26 & 30 - Caticuyan Elg	
Destination		
Fund Source	Division MOOE	
I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.		
Charlotte Francis T. Singson Name and Signature of Requesting Employee		January 2, 2024 Date
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.		
 RACHEL B. PICARDAL EdD ✓ Chief, Education Supervisor, SGOD		JAN 03 2024 Date
Name and Signature of Recommending Authority		Date
APPROVED:		
 NERI C. OJASTRO EdD, CESO V Schools Division Superintendent Schools Division of Negros Oriental		1/2/24 Date
Name and Signature of Approving Authority		Date



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
 Telephone Nos.: (035) 225-2838 / 225-2376 / 422-7644

 DepEd TAYO SDO Negros Oriental

 negros.oriental@deped.gov.ph

 www.depednegor.net



Republic of the Philippines
Department of Education
 REGION VII – CENTRAL VISAYAS
 Schools Division of Negros Oriental

ITINERARY OF TRAVEL:

For the month of January 2024

OBJECTIVES:

1. To conduct health talks to learners regarding oral health.
2. To enhance oral health education among teaching/non-teaching personnel in schools.
3. Tele/Online/Face-to-Face Dental Consultation to learners.
4. Tele/Online/Face-to-Face Dental Consultation to teaching/non-teaching personnel.
5. Dental treatment to learners, teaching and non-teaching personnel.
6. Division office clinic Duty
7. SDHCP clinic duty
8. Monitor the implementation of dental health programs.

SCHEDULE OF ACTIVITIES:

<p>Jan. 2 - Division office 3 - D.O 4 - Basak EK 5 - Zamboanguita City 6-7 - Saturday / Sunday 8 - D.O 9 - Basak EK 10 - D.O 11 - Scalay EK 12 - Scalay EK 13-14 - Saturday / Sunday 15 - D.O 16 - Scalay EK 17 - D.O 18 - Felix M. Tio 19 - Felix M. Tio 20-21 - Saturday / Sunday</p>	<p>Jan. 22 - D.O 23 - Manatayon City 24 - D.O 25 - Manatayon City 26 - Caticugan EK Jan. 27-28 29 - D.O 30 - Caticugan EK 31 - D.O</p>
---	--

(NOTE: This schedule is subject to change when deemed necessary)

Submitted by:

Charlene Francis D. Singson
 Dentist II

Concurred:

KARINA LOUISE B. DE LA CRUZ, MD
 Medical Officer III

Recommending Approval:

RACHEL B. PICARDAL, Ed.D.
 SGOD, Chief Education Supervisor

APPROVED:

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

11/21/24



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
 Telephone Nos.: (035) 225-2838 / 225-2376 / 422-7644



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Republic of the Philippines
Department of Education
 REGION VII – CENTRAL VISAYAS
 SCHOOLS DIVISION OF NEGROS ORIENTAL

ITINERARY OF TRAVEL
For the month of JANUARY 2024

OBJECTIVES:

1. To conduct dental health examination
2. To take blood pressure and blood sugar monitoring to teaching and non-teaching personnel in Division Office, District Office and in schools while maintaining the COVID 19 Protocol compliance.
3. To attend scheduled meetings in the Division Office and in schools.
4. To render health education to all teaching and non-teaching personnel in the Division Office, District Offices and in schools related to healthy living and COVID 19 safety protocols.
5. To evaluate District Offices and school visits as a whole.

SCHEDULE OF ACTIVITIES:

- | | |
|---------------------|---------------------|
| 1. HOLIDAY | 17. DIVISION CLINIC |
| 2. DIVISION CLINIC | 18. DIVISION CLINIC |
| 3. DIVISION CLINIC | 19. DIVISION CLINIC |
| 4. DIVISION CLINIC | 20. SATURDAY |
| 5. DIVISION CLINIC | 21. SUNDAY |
| 6. SATURDAY | 22. DIVISION CLINIC |
| 7. SUNDAY | 23. DIVISION CLINIC |
| 8. DIVISION CLINIC | 24. DIVISION CLINIC |
| 9. DIVISION CLINIC | 25. DIVISION CLINIC |
| 10. DIVISION CLINIC | 26. DIVISION CLINIC |
| 11. DIVISION CLINIC | 27. SATURDAY |
| 12. DIVISION CLINIC | 28. SUNDAY |
| 13. SATURDAY | 29. DIVISION CLINIC |
| 14. SUNDAY | 30. DIVISION CLINIC |
| 15. DIVISION CLINIC | 31. DIVISION CLINIC |
| 16. DIVISION CLINIC | |

Note: (This schedule is subject to change when deemed necessary.)

Submitted by:

G. Celeste

GWENETH CELESTE O. GEODESICO
 Dentist II

Concurred:

K. De La Cruz

DR. KARINA LOUISE DE LA CRUZ
 Medical Officer III

Recommending Approval:

R. Picardal

RACHEL B. PICARDAL, Ed.D.
 SGOD, Chief Education Supervisor

Approved by:

N. Ojastro

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

1/15/24



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
 Telephone Nos.: (035)225-2838 / 225-2376 / 422-7644
 Email Address: negros.oriental@deped.gov.ph



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

ITINERARY OF TRAVEL
For the month of **JANUARY 2024**

OBJECTIVES:

1. To conduct dental health examination
2. To take blood pressure and blood sugar monitoring to teaching and non-teaching personnel in Division Office, District Office and in schools while maintaining the COVID 19 Protocol compliance.
3. To attend scheduled meetings in the Division Office and in schools.
4. To render health education to all teaching and non-teaching personnel in the Division Office, District Offices and in schools related to healthy living and COVID 19 safety protocols.
5. To evaluate District Offices and school visits as a whole.

SCHEDULE OF ACTIVITIES:

- | | |
|---------------------|---------------------|
| 1. HOLIDAY | 17. DIVISION CLINIC |
| 2. DIVISION CLINIC | 18. DIVISION CLINIC |
| 3. DIVISION CLINIC | 19. DIVISION CLINIC |
| 4. DIVISION CLINIC | 20. SATURDAY |
| 5. DIVISION CLINIC | 21. SUNDAY |
| 6. SATURDAY | 22. DIVISION CLINIC |
| 7. SUNDAY | 23. DIVISION CLINIC |
| 8. DIVISION CLINIC | 24. DIVISION CLINIC |
| 9. DIVISION CLINIC | 25. DIVISION CLINIC |
| 10. DIVISION CLINIC | 26. DIVISION CLINIC |
| 11. DIVISION CLINIC | 27. SATURDAY |
| 12. DIVISION CLINIC | 28. SUNDAY |
| 13. SATURDAY | 29. DIVISION CLINIC |
| 14. SUNDAY | 30. DIVISION CLINIC |
| 15. DIVISION CLINIC | 31. DIVISION CLINIC |
| 16. DIVISION CLINIC | |

Note: (This schedule is subject to change when deemed necessary.)

Submitted by:


NIÑA HYACINTH P. HERRERA
Dentist II

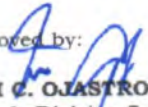
Concurred:


DR. KARINA LOUISE DE LA CRUZ
Medical Officer III

Recommending Approval:


RACHEL B. PICARDAL, Ed.D.
SGOD, Chief Education Supervisor

Approved by:


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



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
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Republic of the Philippines
Department of Education
 REGION VII - CENTRAL VISAYAS
 SCHOOLS DIVISION OF NEGROS ORIENTAL

ITINERARY OF TRAVEL
 For the month of JANUARY 2024

OBJECTIVES:

1. Monitor the implementation of the OK sa DepEd flagship programs: *School-Based Feeding Program, Adolescent Reproductive Health Program, National Drug Education program, School Mental Health, and WINS;*
2. Provide dental services to teaching and nonteaching personnel, and learners;
3. Monitor the adherence of health protocols during the conduct of the limited face-to-face classes or any school-related activities in schools;
4. Attend scheduled meeting/conferences in the Division Office and schools;
5. Conduct any health education topics to all teaching and non-teaching personnel in the Division Office, District offices and in schools;
6. To conduct school visits; and
7. Draft/submit reports of accomplishment.

SCHEDULE OF ACTIVITIES:

1	HOLIDAY			
2	DIVISION OFFICE	CLINIC	DUTY	
3	DIVISION OFFICE	CLINIC	DUTY	
4	DIVISION OFFICE	CLINIC	DUTY	
5	DIVISION OFFICE	CLINIC	DUTY	
6	SATURDAY	CLINIC	DUTY	
7	SUNDAY			
8	DIVISION OFFICE	CLINIC	DUTY	
9	DIVISION OFFICE	CLINIC	DUTY	
10	DIVISION OFFICE	CLINIC	DUTY	
11	DIVISION OFFICE	CLINIC	DUTY	
12	DIVISION OFFICE	CLINIC	DUTY	
13	SATURDAY	CLINIC	DUTY	
14	SUNDAY			
15	DIVISION OFFICE	CLINIC	DUTY	
16	DIVISION OFFICE	CLINIC	DUTY	
17	DIVISION OFFICE	CLINIC	DUTY	
18	DIVISION OFFICE	CLINIC	DUTY	
19	DIVISION OFFICE	CLINIC	DUTY	
20	SATURDAY	CLINIC	DUTY	
21	SUNDAY			
22	DIVISION OFFICE	CLINIC	DUTY	
23	DIVISION OFFICE	CLINIC	DUTY	
24	DIVISION OFFICE	CLINIC	DUTY	
25	DIVISION OFFICE	CLINIC	DUTY	
26	DIVISION OFFICE	CLINIC	DUTY	
27	SATURDAY	CLINIC	DUTY	
28	SUNDAY			
29	DIVISION OFFICE	CLINIC	DUTY	
30	DIVISION OFFICE	CLINIC	DUTY	
31	DIVISION OFFICE	CLINIC	DUTY	

Note: This schedule is subject to change when deemed necessary.

Submitted by:

JIMENY F. PATALAN
 Nurse - II

Concurred:

KARINA LOUISE B. DE LA CRUZ, MD
 Medical Officer III

Recommending Approval:

RACHEL E. PICARDAL EdD
 Chief Education Supervisor, SGOD

Approved by:

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





Republic of the Philippines
Department of Education
 REGION VII - CENTRAL VISAYAS
 SCHOOLS DIVISION OF NEGROS ORIENTAL

ITINERARY OF TRAVEL
For the month of JANUARY 2024

OBJECTIVES:

1. Monitor the implementation of the OK sa DepEd flagship programs: *School-Based Feeding Program, Adolescent Reproductive Health Program, National Drug Education program, School Mental Health, and WINS;*
2. Provide dental services to teaching and nonteaching personnel, and learners;
3. Monitor the adherence of health protocols during the conduct of the limited face-to-face classes or any school-related activities in schools;
4. Attend scheduled meeting/conferences in the Division Office and schools;
5. Conduct any health education topics to all teaching and non-teaching personnel in the Division Office, District offices and in schools;
6. To conduct school visits; and
7. Draft/submit reports of accomplishment.

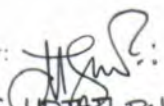
SCHEDULE OF ACTIVITIES:

- 1 HOLIDAY (New Year)
- 2 Division Office Clinic Duty
- 3 Division Office Clinic Duty
- 4 Division Office Clinic Duty
- 5 Division Office Clinic Duty
- ⑥ SATURDAY
- ⑦ SUNDAY
- 8 Division Office Clinic Duty
- 9 Division Office Clinic Duty
- 10 Division Office Clinic Duty
- 11 Division Office Clinic Duty
- 12 Division Office Clinic Duty

- ⑬ SATURDAY
- ⑭ SUNDAY
- 15 Division Office Clinic Duty
- 16 Division Office Clinic Duty
- 17 Division Office Clinic Duty
- 18 Division Office Clinic Duty
- 19 Division Office Clinic Duty
- ⑳ SATURDAY
- ㉑ SUNDAY
- 22 Division Office Clinic Duty
- 23 Division Office Clinic Duty
- 24 Division Office Clinic Duty

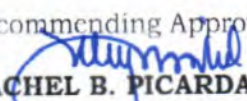
- 25 Division Office Clinic Duty
- 26 Division Office Clinic Duty
- ⑳ SATURDAY
- ㉑ SUNDAY
- 29 Division Office Clinic Duty
- 30 Division Office Clinic Duty
- 31 Division Office Clinic Duty


Note: This schedule is subject to change when deemed necessary.

Submitted by: 
MARANATHA T. UDO, RN
 Nurse - II

Concurred:

KARINA LOUISE B. DE LA CRUZ, MD
 Medical Officer III

Recommending Approval:

RACHEL B. PICARDAL EdD
 Chief Education Supervisor, SGOD

Approved by:

NERI C. OJASTRO EdD, CESO V
 Schools Division Superintendent
 Schools Division of Negros Oriental
 11/24



ANNEX A



RELEASED
NO. 024.0021
DATE: 04 JAN 2024
BY: [Signature]
REG. SECTION

Control No. 0004

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

Name	Ester Nuez, RN
Position/Designation	NURSE II
Permanent Station	Division Office
Purpose of Travel	To conduct health assessment to learners, Teachers & NT Personnel; clinic duty
Host of Activity	Division Office
Period Covered (Inclusive of Travel Time)	January 3, 2024- Magsaysay MES
Venue/Destination	Sibulan 2 District
Fund Source	Division MOOE

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

Ester Nuez, RN
Name and Signature of Requesting Employee

January 2, 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.

RACHEL B. PICARDAL, EdD
Chief Education Supervisor, SGOD
Name and Signature of Recommending Authority

JAN 03 2024
Date

Approved:

NERI C. OJASTRO, EdD, CESO V
Schools Division Superintendent

1/7/24
Date

ANNEX A



RELEASE
NO.: 024-0388
DATE: 04 JAN 2024
BY: RECORD SECTION

Control No. 0004

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

Name	ALEXANDRIA N. RUPERTO, MARIA LOVELYN MANANQUIL, ESAN VAL CABRERA, SUZETTE ONDE, MELANIE MAE AUSTERO
Position/Designation	NURSE II
Permanent Station	Division Office
Purpose of Travel	To conduct PE of athletes and coaches in Tayasan 1 and 2 Districts; to serve as Medics during the Municipal Meet
Host of Activity	Division Office
Period Covered (Inclusive of Travel Time)	January 4, 2024 – Tayasan CES January 5, 2024 – Tayasan 1 and 2 Districts
Venue/Destination	Tayasan 1 and 2 Districts
Fund Source	Division MOOE
<i>I hereby attest the information in this form and in the supporting documents attached hereto are true and correct.</i>	
ALEXANDRIA N. RUPERTO, RN Name and Signature of Requesting Employee	January 3, 2024 Date
<i>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.</i>	
RACHEL B. PICARDAL, EdD Chief Education Supervisor, SGOD Name and Signature of Recommending Authority	1/3/24 Date
Approved: NERI C. OJASTRO, EdD, CESO v Schools Division Superintendent	 Date

RELEASED
NO. 024.0029
DATE: 04 JAN 2024
BY: 6
RECORD SECTION

ANNEX A



Control No. 5068

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

Name	ALEXANDRIA N. RUPERTO, RN ESAN VAL T. CABRERA, RN
Position/Designation	NURSE II
Permanent Station	Division Office
Purpose of Travel	To conduct health assessment of learners, render health services to teaching and non-teaching personnel
Host of Activity	Division Office
Period Covered (Inclusive of Travel Time)	January 9, 2024 – Tamao ES January 10, 2024 – Carol-an ES January 12, 2024 – Matauta CHS
Venue/Destination	Jimalalud 1, Ayungon 2 and Tayasan 2 Districts
Fund Source	Division MOOE
<i>I hereby attest the information in this form and in the supporting documents attached hereto are true and correct.</i>	
ALEXANDRIA N. RUPERTO, RN Name and Signature of Requesting Employee	January 3, 2024 Date
<i>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.</i>	
RACHEL B. PICARDAL, EdD Chief Education Supervisor, SGOD Name and Signature of Recommending Authority	1/3/24 Date
Approved: NERI C. OJASTRO, EdD, CESU V Schools Division Superintendent	 Date

ANNEX A



RELEASED
NO. 224 0025
DATE: 04 JAN 2024
8
RECORD SECTION

Control No. 0004

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

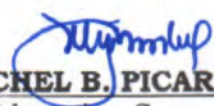
Name	MARIA LOVELYN MANANQUIL, RN
Position/Designation	NURSE II
Permanent Station	Division Office
Purpose of Travel	To conduct health assessment of learners, render health services to teaching and non-teaching personnel
Host of Activity	Division Office
Period Covered (Inclusive of Travel Time)	January 9, 2024 – Manjuyod 1 and 2 Districts January 10, 2024 – Carol-an ES January 12, 2024 – Talanyog ES
Venue/Destination	Manjuyod 1 & 2 and Ayungon 2 Districts
Fund Source	Division MOOE

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


MARIA LOVELYN MANANQUIL, RN
Name and Signature of Requesting Employee

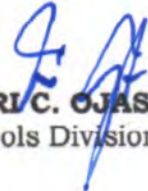
January 3, 2024
Date

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.


RACHEL B. PICARDAL, EdD
Chief Education Supervisor, SGOD
Name and Signature of Recommending Authority

1/3/24
Date

Approved:


NERIC C. OJASTRO, EdD, CESO V
Schools Division Superintendent

Date

ANNEX A



RELEASED
NO. 024,002
DATE: 04 JAN 2024
BY: Co
RECORD SECTION

Control No. 0008

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

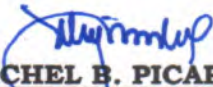
Name	FARRENN LEIGH HABABAG, RN
Position/Designation	NURSE II
Permanent Station	Division Office
Purpose of Travel	To serve as medics during the district meet
Host of Activity	Division Office
Period Covered (Inclusive of Travel Time)	January 5, 2024 - Zamboanguita CES
Venue/Destination	Zamboanguita 2 District
Fund Source	Division MOOE

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


FARRENN LEIGH HABABAG, RN
Name and Signature of Requesting Employee

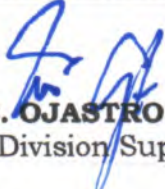
January 3, 2024
Date

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.


RACHEL B. PICARDAL, EdD
Chief Education Supervisor, SGOD
Name and Signature of Recommending Authority

1/3/24
Date

Approved:


NERI C. OJASTRO, EdD, CESO V
Schools Division Superintendent

Date



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

No.: 0008

RELEASED
NO.: 024.0021
DATE 04 JAN 2024
BY: G
RECORD SECTION

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name	DENNIS E. CHAVEZ, RN / MELYDITH P. BALDADO, RN	
Position/ Designation	NURSE II	
Permanent Station	Division Office	
Purpose of Travel (must be supported by attachments)	Conduct Health assessment among learners, Teachers and Non-teaching personnel	
Host of Activity	DepEd Negros Oriental	
Inclusive Dates	January 11-12, 2024 - Busilac ES	
Destination	Lalibertad District 2	
Fund Source	Division MOOE	
<p><i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i></p> <p>DENNIS E. CHAVEZ, RN MELYDITH P. BALDADO, RN January 3, 2024 Name and Signature of Requesting Employee Date</p>		
<p><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></p> <p>RACHEL B. PICARDAL, EdD 1/3/2024 Chief, Education Supervisor, SGOD Date</p> <p>_____ Name and Signature of Recommending Authority</p>		
<p>APPROVED</p> <p>NERI C. OJASTRO EdD, CESO V Schools Division Superintendent</p> <p>_____ Name and Signature of Approving Authority Date</p>		



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

RELEASED
 NO. 024-0021
 DATE: 04 JAN 2024
 RECORD SECTION

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name	MELCHORA G. ASDILLO RUNI JOHN P. TERO
Position/ Designation	Dentist II/Dental Aide
Permanent Station	Division Office
Purpose of Travel (must be supported by attachments)	Render dental health services
Host of Activity	DepEd Negros Oriental
Inclusive Dates	Jan. 4 - 5, 2024... San Antonio ES (Sibulan District)
Destination	Schools of Sibulan District
Fund Source	Division MOOE

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

MELCHORA DIOSDADA G. ASDILLO/RUNI JOHN P. TERO
 Name and Signature of Requesting Employee

Jan. 2, 2024
 Date

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.

RACHEL B. PICARDAL, EdD
 Chief, Education Supervisor, SGOD

1/8/2024

Name and Signature of Recommending Authority

Date

APPROVED

NERI C. OJASTRO EdD, CESO V
 Schools Division Superintendent

Date

ANNEX A



Control No. 0008

Republic of the Philippines
Department of Education

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

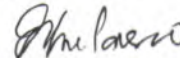
RELEASED
NO: 024-0024
DATE: 04 JAN 2024
BY: 4
RECORD SECTION

REGION: VII- Central Visayas

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


Name	ESTELA VELASCO, RN
Position/Designation	NURSE II
Permanent Station	Division Office
Purpose of Travel	To conduct physical assessment to student athletes and teacher-coaches, render health services to TP and NTP
Host of Activity	Division Office
Period Covered (Inclusive of Travel Time)	January 4, 2024 - Valencia District January 5, 2024 - Valencia District
Venue/Destination	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.


ESTELA S. VELASCO, RN
Name and Signature of Requesting Employee


January 3, 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.


RACHEL B. PICARDAL, EdD
Chief Education Supervisor, SGOD
Name and Signature of Recommending Authority

1/3/2024
Date

Approved:


NERI C. OJASTRO, EdD, CESO V
Schools Division Superintendent

Date