



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

RELEASED
 NO: 024.0107
 DATE: 12 JAN 2024
 RECORD SECTION

Control No.: 0030

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

REGION: Region VII – Central Visayas

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

Name	ENGR. PHILIP C. TUBOG ENGR. ALLAN VINCE ENOPIA MR. DESIDERIO T. QUITOY, JR.
Position/ Designation	Division Engineer III Technical Assistant II Division Electrician (ADA I)
Permanent Station	DepEd, Schools Division of Negros Oriental (Div. Office)
Purpose of Travel (must be supported by attachments)	To conduct punchlisting inspection – Repair of Classrooms
Host of Activity	SGOD – Education Facilities
Inclusive Dates	January 17, 2024
Destination	Omol ES, Sta. Catalina and Ulayan ES, Siaton
Fund Source	Division / local MOOE funds

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

ENGR. PHILIP C. TUBOG

Division Engineer III

Name and Signature of Requesting Employee

JAN 12 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

SGOD Chief

Name and Signature of Recommending Authority

JAN 12 2024

Date

APPROVED

By the authority of the Schools Division Superintendent:

LANI B. YURONG

Admin. Officer V / Office-In-Charge

Name and Signature of Approving Authority

Date