



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

RELEASED
NO: 024.0155
DATE: 9 JAN 2024
BY: [Signature]
RECORD SECTION

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

| | | |
|--|--|---|
| Name | ENGR. PHILIP C. TUBOG ENGR. ALLAN VINCE ENOPIA <i>in</i> MR. DESIDERIO T. QUITOY, JR. | |
| Position/ Designation | Division Engineer III Technical Assistant III (Engineer II) ADA I - Electrician | |
| Permanent Station | DepEd, Schools Division of Negros Oriental | |
| Purpose of Travel (must be supported by attachments) | Conduct joint punchlisting inspection on the Repair of Classrooms at Buenavista ES, Sta. Catalina | |
| Host of Activity | SGOD (EFS) | |
| Inclusive Dates | January 19, 2024 | |
| Destination | Buenavista ES, Sta. Catalina | |
| Fund Source | Division / local MOOE funds | |
| <i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i> | | |
| <p style="text-align: center;"><i>[Signature]</i> PHILIP C. TUBOG</p> | | <p style="text-align: center;"><u>1/17/2024</u></p> |
| Name and Signature of Requesting Employee | | Date |
| <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 style="text-align: center;"><i>[Signature]</i> RACHEL B. PICARDAL EdD SGOD Chief</p> | | <p style="text-align: center;">JAN 18 2024</p> |
| Name and Signature of Recommending Authority | | Date |
| APPROVED | | |
| <p style="text-align: center;"><i>[Signature]</i> NERI C. OJASTRO EdD, CESO V Schools Division Superintendent</p> | | <p style="text-align: center;"><u>1/18/24</u></p> |
| Name and Signature of Approving Authority | | Date |