



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

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

RELEASE
NO. 024.0179
DATE: 19 JAN 2024
BY: Se
RECORD SECTION


Name	CHARLOTTE FRANCIS T. SINGSON DMD
Position/ Designation	Dentist II
Permanent Station	Division Office
Purpose of Travel (must be supported by attachments)	To render dental health care services to learners and teaching personnel
Host of Activity	SDO Negros Oriental
Inclusive Dates	January 18, 2024- Basak ES
Destination	Zamboanguita 1 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.


DR. MINDA E. REGALADO DMD
Name and Signature of Requesting Employee

January 17, 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
Name and Signature of Recommending Authority

JAN 18 2024
Date

Approved:


NERI C. OJASTRO EdD CESO V
Schools Division Superintendent

1/18/2024
Date