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No.: 0073

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

DEPED NEG. OR  
**RELEASED**  
 NO. 024.0230  
 DATE 29 JAN 2024  
 BY: [Signature]  
 RECORD SECTION

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>ENGR. WENDY L. BALDAZANO</b> <b>ENGR. ALLAN VINCE G. ENOPIA</b>
<b>Position/ Designation</b>	Technical Assistant IV (Engineer III) Technical Assistant III (Engineer II)
<b>Permanent Station</b>	DepEd, Schools Division of Negros Oriental
<b>Purpose of Travel</b> (must be supported by attachments)	To conduct punchlisting inspection of BEFF CY 2023 Repair of Classroom Buildings implemented by DPWH.
<b>Host of Activity</b>	SGOD (EFS)
<b>Inclusive Dates</b>	JANUARY 30, 2024
<b>Destination</b>	Silab CHS, Amlan, Negros Oriental
<b>Fund Source</b>	Division / local MOOE funds

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

**WENDY L. BALDAZANO**  
 Technical Assistant IV (Engineer III)

January 26, 2024

Name and Signature of Requesting Employee

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, SGOD

January 26, 2024

Name and Signature of Recommending Authority

Date

**APPROVED**

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

Name and Signature of Approving Authority

Date