

ANNEX A



No.: 6090

Republic of the Philippine
Department of Education
TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

RELEASED
NO. 024.028
DATE: 02 FEB 2024
BY: G
RECORD SECTION

Name	MS. KATHERINE Y. SEDILLO
Position/Designation	Education Program Supervisor
Permanent Station	SDO Negros Oriental
Purpose of Travel (must be supported by attachments)	School Monitoring Regular and SPED Classes beneficiaries of PSF SPED Funds (2023 PSF)
Host of Activity	DepEd Negros Oriental
Inclusive Dates	February 5-8, 2024
Destination	1 st and 2 nd congressional Districts
Fund Source	Division MOOE/SPED funds
<i>I hereby attest that the information in this form and in the supporting documents attached here to are true and correct.</i>	
KATHERINE Y. SEDILLO Education Program Supervisor Name and Signature of Requesting Employee	<u>2/2/2024</u> 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 purpose stated herein.</i>	
CARMELITA A. ALCALA EdD OIC- CID Chief Name and Signature of Recommending Authority	<u>2/2/2024</u> Date
APPROVED NERI C. OJASTRO EdD, CESE Schools Division Superintendent Name and Signature of Approving Authority	<u>2/2/24</u> Date