



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

DepEd Division Office  
**RELEASED**  
 NO.: 024.030  
 DATE: 07 FEB 2024  
 BY: [Signature]  
 RECORD SECTION

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>ESTER I. NUEZ</b>
<b>Position/ Designation</b>	Nurse II
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b> (must be supported by attachments)	Renders health services to learners, teaching and non-teaching personnel
<b>Host of Activity</b>	Division Office
<b>Inclusive Dates</b>	February 14-15, 2024 – Libertad Ong Calderon MES February 16, 2024 – Jilocon ES
<b>Destination</b>	Sibulan District 2/Jose District
<b>Fund Source</b>	MOOE

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

[Signature]  
**ESTER I. NUEZ, RN,RMT,MPH** February 6, 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.*

[Signature]  
**RACHEL B. PICARDAL, EdD**  
 Chief, Education Supervisor SGOD  
 Name and Signature of Recommending Authority Date

Approved by:  
 By the Authority of the Schools Division Superintendent:

[Signature]  
**ATTY. MARJORIE D. PORCINA**  
 Legal Assistant  
 Officer-In-Charge  
 Date 2/6/24



Control No. 0095

Republic of the Philippines  
Department of Education

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

DEPT. ED  
**RELEASE**  
NO.: 024-0302  
DATE: 07 FEB 2024  
BY: [Signature]  
RECORD SECTION

**REGION:** VII- Central Visayas

**BUREAU/DIVISION/SCHOOL:** DepEd, Schools Division of Negros Oriental

<b>Name</b>	<b>MELYDITH P. BALDADO</b>
<b>Position/Designation</b>	<b>NURSE II</b>
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	Render health services among learners, teaching personnel & Non-teaching Personnel.
<b>Host of Activity</b>	Division Office
<b>Period Covered (Inclusive of Travel Time)</b>	February 6, 2024 – Jimalalud District 2
<b>Venue/Destination</b>	Jimalalud Dist. 2
<b>Fund Source</b>	Division MOOE

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

*[Signature]*  
**MELYDITH P. BALDADO, RN, LPT**  
Name and Signature of Requesting Employee

February 5, 2024  
Date

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 purposes stated herein.

*[Signature]*  
**RACHEL B. PICARDAL, EdD**  
Chief Education Supervisor, SGOD  
Name and Signature of Recommending Authority

2/5/24  
Date

**Approved By:**

By the Majority of the SGS:  
*[Signature]*  
**Atty. Marjorie Doronila-Porcina REE, JD**

2/6/24  
Date:



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 Department of Education  
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**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>FARRENN LEIGH Y. HABABAG</b>
<b>Position/ Designation</b>	Nurse II
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b> (must be supported by attachments)	Conduct health assessment and HEAADSSS Assessment to Senior High School Learners. Attend seminar on Food Safety.
<b>Host of Activity</b>	SDO NegOr School Health Section
<b>Inclusive Dates</b>	February 6, 2024 – Apolinar Macias MHS February 7-8, 2024 – Hotel Palwa (Food Safety Seminar)
<b>Destination</b>	Dauin District
<b>Fund Source</b>	Division MOOE

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

*[Signature]*  
**FARRENN LEIGH Y. HABABAG, RN**  
 Name and Signature of Requesting Employee

**February 5, 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.

*[Signature]*  
**RACHEL B. PICARDAL EdD**  
 Chief, Education Supervisor, SGOD

2/5/24

Name and Signature of Recommending Authority

Date

**APPROVED**

By the Authority of the SDO:

*[Signature]*  
**Atty. Marjorie Daronila-Porcina REE, JD**

2/6/24  
 Date

ANNEX A



Control No. 0095

Republic of the Philippines  
Department of Education

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

RELEASE  
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REGION: VII- Central Visayas

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

<b>Name</b>	<b>Melanie Mae Austero, Ellen Mayagma, Brent John Trasmonte, Janet Gaddi, Mary Ruth Gloria, Gwynne Stacy Moncida, Emilda Chiu, Suzette Onde</b>
<b>Position/Designation</b>	<b>NURSE II</b>
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	Monitor the SBFP implementation of elementary schools; Provide technical assistance to school personnel.
<b>Host of Activity</b>	Division Office
<b>Period Covered (Inclusive of Travel Time)</b>	February 6, 2024
<b>Venue/Destination</b>	Sta. Catalina 1 and 2 Elementary schools
<b>Fund Source</b>	Division MOOE

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

[Signature]  
**Melanie Mae O. Austero, RN**  
Name and Signature of Requesting Employee

February 5, 2024  
Date

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 purposes stated herein.

[Signature]  
**RACHEL B. PICARDAL, EdD**  
Chief Education Supervisor, SGOD  
Name and Signature of Recommending Authority

2/5/24  
Date

**Approved By:**

By the Authority of the SDS:

[Signature]  
**Atty. Marjorie Doronila-Porcina REE, JD**

2/6/24  
Date: