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ANNEX A



No.: 0115

RELEASED  
NO. 024.0363  
DATE 10 FEB 2024  
BY: [Signature]  
SECTION

Republic of the Philippine  
Department of Education

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>MS. JOY EMILY A. TANIO MS. ARLENE A. PEPITO MS. NORLITA B. NEMENZO EdD MR. FRANCIS C. AUSTERO MR. BENJOFIL B. DIEGO EdD</b>
<b>Position/Designation</b>	<b>EPS II-ALS</b>
<b>Permanent Station</b>	SDO Negros Oriental
<b>Purpose of Travel</b> (must be supported by attachments)	To monitor and provide technical assistance to ALS Teachers on the conduct of ALS Presentation Portfolio Assessment District Validation.
<b>Host of Activity</b>	CID
<b>Inclusive Dates</b>	<b>March 1,5,6, 2024 April 1,2,3,4,5, 2024</b>
<b>Destination</b>	<b>1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Congressional District</b>
<b>Fund Source</b>	<b>ALS PSF</b>

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

[Signature]  
**JOY EMILY A. TANIO**  
Education Program Supervisor  
Name and Signature of Requesting Employee

2/15/2024  
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 purpose stated herein.

[Signature]  
**CARMELITA A. ALCALA, EdD**  
EPS -AP OIC/CID Chief  
Name and Signature of Recommending Authority

February 15, 2024  
Date

[Signature]  
**NERI C. OJASTRO EdD, CESO V**  
Schools Division Superintendent  
Name and Signature of Approving Authority

2/15/24  
Date