



Republic of the Philippines  
 Department of Education

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

CONTROL NO.

0130

024-0420

21 FEB 2024

**REGION:** VII- Central Visayas

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

<b>Name</b>	<b>WILSON I. LARENA</b>
<b>Position/Designation</b>	ADA-I
<b>Permanent Station</b>	DepEd - Division of Negros Oriental
<b>Purpose of Travel</b>	To facilitate haulin of old files from Division of Negros Oriental to Mayaposi CHS, Mabinay 1 District
<b>Host of Activity</b>	Supply Office
<b>Period Covered (Inclusive of Travel Time)</b>	February 27, 2024
<b>Venue/Destination</b>	Mabinay 1 District, Mabinay, Negros Oriental
<b>Fund Source</b>	Division/local MOOE funds

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

  
**WILSON I. LARENA**

\_\_\_\_\_  
 Name and Signature of Requesting Employee

\_\_\_\_\_  
 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*

  
**RUBY JEAN ESTRELLITA M. BIDAURE**

\_\_\_\_\_  
 Name and Signature of Recommending Authority

\_\_\_\_\_  
 Date

**APPROVED**

  
**NERI C. OJASTRO EdD, CESO V**

\_\_\_\_\_  
 Schools Division Superintendent

2/27/24

\_\_\_\_\_  
 Date