

ANNEX A

No.: 0150



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

RELEASE  
NO. 024-0485  
DATE 27 FEB 2024

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>MA. JONALIN R. MONDOÑEDO</b>
<b>Position/ Designation</b>	ADA I
<b>Permanent Station</b>	DepEd, Schools Division of Negros Oriental
<b>Purpose of Travel</b> (must be supported by attachments)	To canvass for materials and supplies for various training/workshop
<b>Host of Activity</b>	Administrative – Supply
<b>Inclusive Dates</b>	February 28-29, 2024
<b>Destination</b>	Cebu City
<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.

**MA. JONALIN R. MONDOÑEDO**

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.

**RUBY JEAN ESTRELLITA M. BIDAURE**

AO IV - Supply

Name and Signature of Recommending Authority

27 FEB 2024

Date

**APPROVED**

**NERI C. OJASTRO EdD, CESE**

Schools Division Superintendent

Name and Signature of Approving Authority

Date