



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

Control No.: 0217

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

RELEASED
 NO: 024-0784
 DATE: 20 MAR 2024
 BY: CE
 SECURITY SECT

REGION: Region VII – Central Visayas
BUREAU/DIVISION/SCHOOL: DepEd – Schools Division of Negros Oriental

Name	ENGR. PHILIP C. TUBOG ENGR. ALLAN VINCE ENOPIA MR. DESIDERIO T. QUITOY, JR.
Position/ Designation	Division Engineer III Technical Assistant II Division Electrician (ADA I)
Permanent Station	DepEd, Schools Division of Negros Oriental (Div. Office)
Purpose of Travel (must be supported by attachments)	To conduct ocular inspection of private schools and to conduct validation inspection on school facilities affected by TD Kabayan.
Host of Activity	SGOD – Education Facilities
Inclusive Dates	March 25 to 26, 2024
Destination	Mary Mount Westridge School and ABC Learning Center, Valencia; and Palayuhan ES, Siaton, Negros Oriental
Fund Source	Division / local MOOE funds

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

Philip C. Tubog

ENGR. PHILIP C. TUBOG
Division Engineer III

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.

Rachel B. Picardal

RACHEL B. PICARDAL EdD
SGOD Chief

Name and Signature of Recommending Authority

MAR 22 2024

Date

APPROVED

Neri C. Ojastro

NERI C. OJASTRO EdD CESO V
Schools Division Superintendent

Name and Signature of Approving Authority

MAR 24

Date