



Republic of the Philippines
Department of Education
 REGION VII – CENTRAL VISAYAS
 Schools Division OF Negros Oriental

DEPED REGION VII
RELEASED
 NO.: 024.0073
 DATE: 10 JAN 2024
 BY: [Signature]
 RECORDS SECTION

<u>TRAVEL AUTHORITY FOR OFFICIAL TRAVEL</u>	
Region: VII BUREAU/DIVISION/SCHOOL: DepEd Negros Oriental	
CONTROL NO. 0025	
Date of Filing	January 9, 2024
NAME	DR. MARCELO K. PALISPIS DR. JOELYZA M. ARCILLA DR. NILITA L. RAGAY DR. RACHEL B. PICALDAL
Permanent Station	Division Office
Purpose of Travel (must be supported by attachments)	To attend the 1 st Regional Management Committee Meeting (MANCOM) for CY 2024 (Face-to-Face)
Host of Activity	DepEd Central office
Inclusive Dates (Inclusive of Travel Time)	January 11-12, 2024
Destination	DepEd Bohol Division
Fund Source (Pap Code/...)	Transportation/per diem and other incidental expenses incurred shall be charged to DepEd MOOE other local funds.
<i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i>	
<u>MARCELO K. PALISPIS EdD, JD</u> Name and Signature of Requesting Employee	_____ Date
<i>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.</i>	
_____ Name and Signature of Recommending Authority	_____ Date
APPROVED <u>NERI C. OJASTRO EdD, CESO V</u> Schools Division Superintendent	_____ 11/9/2024 Date