

ANNEX A



No.: 0316



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

RELEASED  
NO. 024-1118  
DATE 10 MAY 2024  
BY: g  
RECORD SECT

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

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| <b>Name</b>  | <b>ENGR. MONICA P. ABADINES</b><br><b>ENGR. WENDY L. BALDAZANO</b><br><b>ENGR. ALLAN VINCE G. ENOPIA</b><br><b>MR. JOSEPH R. GEMINA</b>  |
| <b>Position/ Designation</b>   | Technical Assistant IV (Engineer III)<br>Technical Assistant IV (Engineer III)<br>Technical Assistant III (Engineer II)<br>PDO II - DRRM |
| <b>Permanent Station</b>   | DepEd, Schools Division of Negros Oriental   |
| <b>Purpose of Travel</b><br>(must be supported by attachments)   | To conduct ocular inspection for school building/s damaged by Fire incident  |
| <b>Host of Activity</b>  | SGOD (EFS)   |
| <b>Inclusive Dates</b>   | May 22, 2024   |
| <b>Destination</b>   | Apanangon ES, Jimalalud  |
| <b>Fund Source</b>   | Division / local MOOE funds  |
| <i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i>   |  |
| <b>MONICA P. ABADINES</b><br>Name and Signature of Requesting Employee   | May 9, 2024<br>Date  |
| <i>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.</i> |  |
| <b>RACHEL B. PICARDAL EdD</b><br>SGOD Chief<br>Name and Signature of Recommending Authority  | 5/10/2024<br>Date  |
| <b>APPROVED</b><br><b>NERI C. OJASTRO EdD, CESO V</b><br>Schools Division Superintendent<br>Name and Signature of Approving Authority  | 5/10/2024<br>Date  |