

ANNEX A

No.: 0340



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

RELEASED
NO.: 024-1193
DATE: 17 MAY 2024
BY: [Signature]
RECORD SECTION

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name	ENGR. MONICA P. ABADINES ENGR. WENDY L. BALDAZANO ENGR. ALLAN VINCE G. ENOPIA
Position/ Designation	Technical Assistant IV (Engineer III) Technical Assistant IV (Engineer III) Technical Assistant III (Engineer II)
Permanent Station	DepEd, Schools Division of Negros Oriental
Purpose of Travel (must be supported by attachments)	To conduct monitoring inspection for CY 2023 BEFF (Repair of Classrooms)
Host of Activity	SGOD (EFS)
Inclusive Dates	May 21, 2024
Destination	Mapalasan ES, La Libertad
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.

MONICA P. ABADINES

May 17, 2024

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 EdD
SGOD Chief

5/17/2024

Name and Signature of Recommending Authority

Date

APPROVED

NERI C. OJASTRO EdD, CESO V
Schools Division Superintendent

5/17/2024

Name and Signature of Approving Authority

Date