



Republic of the Philippines  
Department of Education

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08 MAR 2022  
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**AUTHORITY TO TRAVEL**

**CONTROL NO.**  
  
257

**REGION:** 7 – Central Visayas

**BUREAU/DIVISION/SCHOOL:** NEGROS ORIENTAL

<b>Date of Filing</b>	March 7, 2022
<b>NAME &amp; Designation</b>	<b>REGINA CLARINA E. EMPESO - EPS II</b> <b>KARLA P. ANTONIO - EPS II</b>
<b>STATION</b>	SDO Negros Oriental
<b>Purpose of Travel</b>	To provide Technical Assistance on the Benchmarking Activities of Zamboanguita District II
<b>Activity Organized/ Sponsored by</b>	DepEd Negros Oriental Division – Zamboanguita II
<b>Period Covered</b> <i>(Inclusive of Travel Time)</i>	March 11, 2022 <b>Note:</b> Services during Saturdays and Sundays and Holidays entitle to a COC upon submission of duly accomplished Daily Time Record (Form 48).
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Zamboanguita CES- Zamboanguita II
<b>Expenses Covered</b>	Travelling, food, venue, accommodation, training fee and other expenses (subject to the usual accounting and auditing rules and regulations)
<b>Fund Source</b> <i>(Pap Code/...)</i>	Division MOOE
<b>Recommending Approval:</b>	
<p><i>[Signature]</i> <b>RACHEL B. PICARDAL, EdD</b> Chief, SGOD</p> <p>Date: <u>3/8/2022</u></p>	
<b>Approved:</b>	
<p><i>[Signature]</i> <b>SENEP PRISCILLO P. PAULIN, CESO V</b> Schools Division Superintendent</p> <p>Date: <u>3/8/2022</u></p>	

*[Signature]*  
**LUCKYNINE R. MANOGURA**  
Teacher-In-Charge  
Sanita Cadizna ES

*[Signature]*  
**MELISSA A. LERO**  
Teacher-In-Charge