



Republic of the Philippines  
Department of Education

LOGGED NEG. OR  
**RELEASED**  
NO.: 621.1068  
DATED 1 JUN 2021  
BY: [Signature]  
RECORD SECTION

**AUTHORITY TO TRAVEL**

CONTROL NO.

297

REGION:  
BUREAU/DIVISION/SCHOOL:

<b>Date of Filing</b>	June 1, 2021
<b>NAME</b>	<b>KARLA P. ANTONIO</b> <b>EMMA S. MATE</b>
<b>Position/Designation</b>	Education Program Specialist II Senior Education Program Specialist
<b>Permanent Station</b>	SDO Negros Oriental
<b>Purpose of Travel</b>	To attend the Turn-Over and Distribution of Scholastic Books from Grolier International, Inc.
<b>Activity Organized/Sponsored by</b>	SGOD in partnership with Grolier International, Inc
<b>Period Covered</b> <i>(Inclusive of Travel Time)</i>	June 2-4 & 7, 2021
<b>Please Check</b>	<input type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Sibulan District 2 Elementary & Secondary Schools
<b>Expenses Covered</b>	Transportation/per diem & other incidental expenses incurred (subject to the usual accounting and auditing rules and regulations)
<b>Fund Source</b> <b>(Pap Code/...)</b>	Division MOOE/local funds
<b>Recommending Approval:</b>	<b>Approved:</b>
<p>for: [Signature]</p> <p><b>RACHEL B. PICARDAL EdD</b> Chief, SGOD</p> <p>Date: _____</p>	<p>[Signature]</p> <p><b>SENEN PRISCILLO P. PAULIN, CESO V</b> Schools Division Superintendent</p> <p>Date: 6/01/2021</p>