




ANNEX A

Republic of the Philippine
Department of Education

DATE 20 JAN 2021
SECTION

<u>AUTHORITY TO TRAVEL</u>		CONTROL NUMBER 33
REGION: VII BUREAU/DIVISION: DEPED, SCHOOLS DIVISION OF NEGROS ORIENTAL		
Date of Filing	January 20, 2021	
Name	MS. GUELA SAMSON	
Position/Designation	Nurse II	
Permanent Station	Division Office	
Purpose of Travel	To attend the Enhancement Workshop on Ethical and Instructional Leadership in the New Normal	
Activity Organized/ Sponsored By	DepEd, Division Of Negros Oriental ✓	
Period Covered (Inclusive of Travel Time)	January 27-28, 2021	
Please Check	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time	
Venue / Destination	Plaza Maria Luisa Hotel	
Expenses Covered	Accommodation, travelling and other incidental expenses (subject to the usual accounting and auditing rules and regulations)	
Fund Source (PAP Code/...)	Division MOOE/ Local Fund	
Recommending Approval:	Approved: For the Schools Division Superintendent:  <u>NILITA L. RAGAY, ED.D</u> OIC-Asst. Schools Division Superintendent Office In-Charge Date: <u>1/20/2021</u>	