

DepEd - DIVISION OF QUEZON

Sitio Fori, Brgy Talipan, Pagbilao, Quezon Cell # 09175824627 or at www.depedguezon.com.ph "Creating Possibilities, Inspiring Innovations"



Page 1 of 1

AUTHORITY TO TRAVEL

(within the Division - for Field Office use)

Document Tracking No.: Click or tap here to enter text. Date: October 22, 2018

NAME OF OFFICIAL/ EMPLOYEE AND DESIGNATION:

CULLA, GERMON - TEACHER I / SAN NARCISO DISTRICT

PURPOSE: to participate as photojournalist in Division Meet 2018

DESTINATION: Mauban South District, Mauban Quezon

PERIOD OF TRAVEL: October 24-27, 2018

TRAVEL IS ON:		SOURCE OF FUND: (if on Official Business)	ESTIMATED EXPENSE/S: Registration Fee:
1.	⊠Official Business	•	Transportation:
	□ Cash Advance	□ Division Fund	Travel Allowance:
	⊠Reimbursement	☐ LSB Fund	On Travel Time only
		⊠ School MOOE	Full Allowance
2.	☐Official Time (NO EXPENSE to be	☐ Others (Pls. specify)	
	incurred by the Division Office/School)	TOTAL	. ESTIMATED EXPENSES: type here.
REQUESTED BY:		RECOMMENDING APPROVAL:	
MARITA A. PIONILLA, Ed.D.		LA, Ed.D.	N/A
Education Program Sup			PSDS
APPROVED BY:			
NADINE C. CELINDRO			
Assistant Schools Division Superintendent			

REMARKS (IF ANY): Click or tap here to enter text.



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