# Internal Authority to Travel

**Division Reference Number:** 829  
**Date:** 12 Nov 2018  
**NAME OF OFFICIAL/EMPLOYEE:**  
**DESIGNATION & STATION:**  

Please see attached list

**LAST NAME, FIRST NAME:**

**PURPOSE:** Final Lay-out and proof reading of materials for the 2018 Silver Guronaysyon

**DESTINATION:** GFI Office Ynares Center, and Binangonan Office

**PERIOD OF TRAVEL:** FROM 12 Nov 2018- TO 12 Nov 2018-  

**Please Check:**  
1. ☒ Official Business  
   - Cash Advance  
   - ☐ Reimbursement  
2. ☐ Official Time  
   (NO EXPENSE to be incurred by the Division Office/School)

**Estimated Expenses:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Php</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration Fee</td>
<td></td>
</tr>
<tr>
<td>Transportation</td>
<td></td>
</tr>
<tr>
<td>Travel Allowance</td>
<td></td>
</tr>
<tr>
<td>On Travel Time only</td>
<td></td>
</tr>
<tr>
<td>Full Allowance</td>
<td>150.00</td>
</tr>
<tr>
<td>TOTAL ESTIMATED EXPENSES</td>
<td></td>
</tr>
</tbody>
</table>

**Requested by:**

**Approved:**

**Funds:**  
- ☒ Division Fund  
- ☐ LSB Fund  
- ☐ Others: Canteen

**Noted:**  
- ☐ On Official Time Only  
- ☐ Other Funds:

**REMARKS:**
Internal Authority to Travel

TWG Staff for Guronasyon Silver Anniversary

1. Cristina Salazar
2. Reynaldo Andrade
3. Gayle Malibiran
4. Ryan Faura
5. Samson Edillo
6. Ainee Wuani
7. Josephine Primo
8. Bernadette Songalia
9. Joann Bernardine Ladines
10. Melvin Atole
11. Kaisan Abao
12. Maria Florabel Tolentino
13. Mark Gablon
14. John Joseph Atanacio
15. Glen Magana
16. Jeffmark Penaredondo
17. Graziele Camreon
18. Ramon de Vera
19. Manuel Septimo
20. Mark Honrade
21. Eric Dela Vega
22. Ronald Malicdem
23. Richilo Iaceda