



ISO 9001 : 2015

**AUTHORITY TO TRAVEL**  
Division of Antipolo City

VERSION NO.  
1.0

REVISION NO.  
0.2

EFFECTIVITY DATE:  
5 June 2018

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Division Reference Number

8715

Date

13 Nov 2018

NAME OF OFFICIAL/EMPLOYEE

DESIGNATION & STATION

Please see attached list

LAST NAME, FIRST NAME MI \*

**PURPOSE:** Attendance to Love for Marine Life – Principal and Teachers Orientation

**DESTINATION:** Manila Ocean Park, Pasay city

PERIOD OF TRAVEL

FROM

16 Nov 2018

TO

16 Nov 2018

**Please Check: -**

1.  Official Business
- Cash Advance
- Reimbursement

2.  Official Time

(NO EXPENSE to be incurred by the Division Office/School)

**Estimated Expense-**

Registration Fee	Php	
Transportation		250.00
Travel Allowance		
On Travel Time only		
Full Allowance		
<b>TOTAL ESTIMATED</b>		
<b>EXPENSES</b>	Php	<b>250.00</b>

**Requested by:**

*[Signature]*  
**DR. GLORIA C. ROQUE**  
OIC-Asst. Schools Division  
Superintendent

**Funds Available-** for Official \*

Business (specify the source of funds)

- Division Fund
- LSB Fund
- Others: \_\_\_\_\_

**Noted**

- On Official Time Only
- Other Funds: \_\_\_\_\_

**Approved:**

**DR. CARLITO D. ROCAFORT**  
Schools Division Superintendent  
/ OIC-Office of the Asst.  
Regional Director

**Recommending Approval: -**

*[Signature]*  
**DR. ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent

*[Signature]*  
**MRS. RAQUEL F. ESGUERRA**  
Division Accountant III

**REMARKS:**



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**THE LOVE FOR MARINE LIFE – PRINCIPAL AND TEACHER ORIENTATION**  
November 16, 2018, Manila Ocean Park, Pasay

No.	Name	Designation	School
1	Mrs. Ceres Joy Cabrera	Principal	Rizza ES
2	Mary Rose Tangui-on	Teacher	Rizza ES
3	Wediean Bello	Teacher	Rizza ES
4	Jenelyn Sibaot	Teacher	Rizza ES
5	Russel Arvesu	Teacher	Rizza ES
6	Rjay Mabag	Teacher	Rizza ES
7	Cherry Mae Banez	Teacher	Rizza ES
8	Rhea Mae Quitlong	Teacher	Rizza ES
9	Kristine Gonzales	Teacher	Antipolo Senior HS
10	Maria Teresa Galvez	Teacher	Antipolo Senior HS
11	Mrs. Nenita G. Acorda	Principal	Mamabugan ES II
12	Mrs. Wilma R. Doctor	Principal	Mamabugan ES I
13	Mrs. Jean L. Danga	TIC	Dalig ES
14	Mrs. Teresa O. Amido	Principal	Knights of Columbus Es
15	Reynalyn Battad	Teacher	Knights of Columbus Es
16	Marieneth Alejandro	Teacher	Knights of Columbus Es
17	Kent Irish Quesada	Teacher	Knights of Columbus Es
18	Janelyn Peralta	Teacher	Knights of Columbus Es
19	Mary Grace Macabasag	Teacher	Knights of Columbus Es
20	Maria Cristina Cassandra Locsin	Teacher	Knights of Columbus Es
21	Regine Ramilo	Teacher	Knights of Columbus Es