



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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DEPED-4A-01D-TA01-19-704

Division Reference Number

Click or tap here to enter text.
0959

Date 31 Jan 2019

NAME OF OFFICIAL/EMPLOYEE

DESIGNATION & STATION

BEROSIL, ROCHELLE F.
LLETO, MA. LEONETH Q.
SAMONTE, SHARELFEA G.
MAGPOC, JOSHUA RAY A.
TAPALES, ENDIRAJ MARGARET C.
CRISOSTOMO, RUDIANT CRYSTOFFER G.
LAST NAME, FIRST NAME MI*

Teacher – ACN Science & Technology HS
Teacher – ACN Science & Technology HS
Student – ACN Science & Technology HS
Student – ACN Science & Technology HS
Student – ACN Science & Technology HS
Student – ACN Science & Technology HS

PURPOSE: Attendance to the 2ND National Science and Technology Fair (NSEF) Philippines

DESTINATION: Teacher's Camp, Baguio City

PERIOD OF TRAVEL

FROM

2 Feb 2019

TO

3 Feb 2019

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 _____

Travel Allowance ~~400.00 each~~

On Travel Time only _____

Full Allowance _____

TOTAL ESTIMATED

EXPENSES Php ~~400.00 each~~

Requested by:

[Signature]
LITO A. PALOMAR
OIC-Chief, CID / EPS - AP

Funds Available- for Official *

Business (specify the source of fund)

- Division Fund
 LSB Fund
 Others: Personal Funds

Noted

On Official Time Only

Other Funds:
Personal Funds

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

Approved:

[Signature]
DR. CARLITO D. ROCAFORT
Schools Division Superintendent /
OIC - Office of the Regional
Director

Recommending Approval: -

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

REMARKS: