



Republic of the Philippines
 Department of Education
 Region IV-A CALABARZON
CITY SCHOOLS DIVISION OF ANTIPOLO

Code:
DF01-01SDS-18

Effectivity date:
May 2018

Version No:
1.0

Office/Unit:

Revision No:
00

**Office of the Schools
 Division Superintendent**

Subject:

Internal Authority to Travel

Division Reference Number

1676

Date

February 26, 2019

Please see attached

Please see attached

LAST NAME, FIRST NAME MI*

PURPOSE: Attendance to the Technical Assistance to SDO Rizal

DESTINATION: DepEd Rizal

PERIOD OF TRAVEL

FROM

27 Feb 2019-

TO

Please Check: -

- Official Business
 Cash Advance

Reimbursement

- Official Time

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

Estimated Expense-

Registration Fee Php _____
 Transportation ₱ 200.00 each
 Travel Allowance

On Travel Time only

Full Allowance

TOTAL ESTIMATED

EXPENSES

Php

₱ 200.00 each

Requested by:

Lito A. Palomar
LITO A. PALOMAR

OIC-Chief, CID / EPS - AP

Funds Available- for Official

* Business (specify the source of funds)

- Division Fund
- LSB Fund
- Others: Local Fund

Noted

- On Official Time
- Only
- Other Funds:

Mrs. Raquel F. Esguerra
MRS. RAQUEL F. ESGUERRA

Division Accountant III

Approved:

Dr. Rommel C. Bautista
DR. ROMMEL C. BAUTISTA, CESO V
 Schools Division Superintendent

REMARKS:



Republic of the Philippines
Department of Education
Region IV-A CALABARZON

CITY SCHOOLS DIVISION OFFICE OF ANTIPOLO



1. Dr. Gloria C. Roque
2. Mrs. Cristina C. Salazar
3. Mrs. Priscilla Salo
4. Mrs. Merlita O. Sayago
5. Mrs. Vivienne Martinez
6. Mr. Alfonso Abogado
7. Engr. Madiel Verzola
8. Mr. Nimrod Tupas
9. Mr. Erick Vallinas
10. Mrs. Maria Florabel Tolentino
11. Dr. Isabel Gonzales
12. Dr. Rico Reyes
13. Ms. Mary Grace Santiago
14. Mr. Ronaldo I. Ata
15. Dr. Eugene Sierra