

Republic of the Philippines

Department of Education

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| **AUTHORITY TO TRAVEL****Control Number:****Region** : I**Bureau/Division/School** : SDO Alaminos City  |
| Date of Filing |  |
| Name |  |
| Position/Designation |  |
| Permanent Station |  |
| Purpose of Travel |  |
| Activity Organized/ Sponsored By |  |
| Period Covered*(Inclusive of Travel Time)* |  |
| Please Check |  Official Business Official Time  |
| Venue/Destination |  |
| Expenses Covered |  |
| Fund Source |  |
| Recommending Approval:**AGUEDO C. FERNANDEZ, CESO VI**Assistant Schools Division Superintendent\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date | Approved:**LORNA G. BUGAYONG, PhD, CESO VI**Schools Division Superintendent\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date |