



Republic of the Philippines
Department of Education

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

NAME	<u>See attachment</u>
Position/Designation	<u>Administrative Officer IV/Supply Officer</u>
Purpose of Travel (must be supported by attachments)	<u>To pick up DCP 2020 laptops</u>
Host of Activity	<u>Administrative Service-Asset Management Division (AS-AMD)</u>
Inclusive Dates	<u>December 12, 2023</u>
Destination	<u>Transpac logistic, Global Aseana Business Park, San Simon Pampanga</u> ✓
Fund Source	<u>MOOE</u>

I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.

ALOYSIUS D. CABANA

Name and Signature of Requesting Employee

December 11, 2023

Date

This is to certify that the trip of the requesting employee satisfies all the minimum conditions for authorized official travel and that alternatives to travel are insufficient for purpose stated herein.

BENJIE C. RIVERA

Name and Signature of Recommending Authority

December 11, 2023

Date

APPROVED

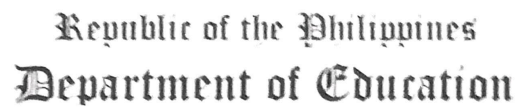
SUSAN D. ORIBIANA, CESO V

Name and Signature of Approving Authority

December 11, 2023

Date

12/11/23

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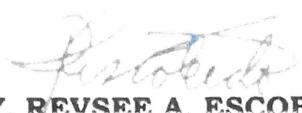


Republic of the Philippines
Department of Education
OPERATIONS

OUOPS No. 2023-01-11264

MEMORANDUM

TO : **REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS**

FROM : 
ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

SUBJECT : **Commencement of Hauling and Delivery Activities for the
Learning Materials Stored at Transpac Cargo Logistics, Inc.
Regional Warehouses**

DATE : December 8, 2023

This has reference to the manifestation of Transpac Cargo Logistics, Inc.'s (TCL's) willingness to facilitate the release of the Department's learning materials currently stored inside the former's regional warehouses.

In view of the foregoing, this Office instructs all regional and schools division offices to commence the hauling of said items from TCL regional warehouses as well as the ensuing delivery activities **beginning December 11, 2023**.

For further inquiries, please contact this Office through email at ourea@deped.gov.ph or telephone numbers 8633-5313 and 8631-8492.

For compliance and wide dissemination.

Thank you very much.