
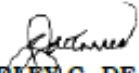





Republic of the Philippines  
Department of Education

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>NAME</b>	<b>WENDY RANCES</b>
<b>Position/Designation</b>	<b><u>TEACHER II</u></b>
<b>Purpose of Travel</b> (must be supported by attachments)	<b><u>To attend the Regional Press Conference</u></b>
<b>Host of Activity</b>	<b><u>DepEd – Schools Division of Laguna</u></b>
<b>Inclusive Dates</b>	<b><u>February 27, 2024</u></b>
<b>Destination</b>	<b><u>Cabuyao Elementary School</u></b>
<b>Fund Source</b>	<b><u>School Canteen Fund</u></b>
<p><i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i></p> <p> <b>WENDY E. RANCES</b> <span style="float: right;"><u>Feb. 26, 2024</u></span> Name and Signature of Requesting Employee <span style="float: right;">Date</span></p> <p><i>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.</i></p> <p> <b>SHIRLEY G. DE TORRES</b> <span style="float: right;"><u>Feb. 26, 2024</u></span> Name and Signature of Recommending Authority <span style="float: right;">Date</span></p> <p><b>APPROVED</b></p> <p> <b>SUSAN D.L. ORIBIANA</b> <span style="float: right;">Date</span> Name and Signature of Approving Authority</p>	