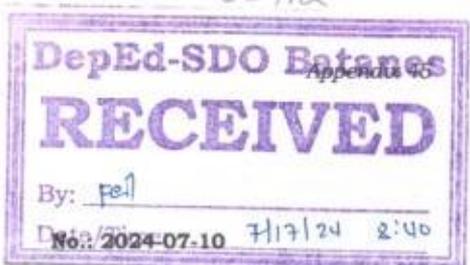


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004/2

ITINERARY OF TRAVEL



Entity Name : SDO BATANES
Fund Cluster: 01

Name : NELITA B. SEBASTIAN
Position : SCHOOL PRINCIPAL I
Official Station : IVANA NATIONAL HIGH SCHOOL
Date of Travel : June 23-29, 2024
Purpose of Travel : To attend 10th National Principals' Congress

Date	Places to be visited (Destination)	T I M E		Means of Transportation	Transportation	Per Diem	Others	Total Amount
		Departure	Arrival					
06/24/2024	Manila Residence to NAIA Terminal 3	2:30am	3:00am	Grab	518.00			518.00
	NAIA Terminal 3 to Laguindingan International Airport, CDO	3:30am	5:10am	Plane	5,197.44			5,197.44
	Laguindingan Int. Airport, CDO to Leope Hotel	6:00am	8:30am	Van				
06/25-27/2024	at Cagayan De Oro for 10th NAPSSPHIL Principals' Congress Registration						5,900.00	5,900.00
6/27/2024	Leope Hotel to Laguindingan International Airport, CDO	3:15pm	5:45pm	Grab	854.00			854.00
	Laguindingan International Airport-NAIA Terminal 3	8:45pm	10:25pm	Plane	4,350.04			4,350.04
6/28/2024	NAIA Terminal 3 to Residence (Manila)	12:00am	1:00am	Grab	516.00			516.00
6/28/24-07/01/24	At Manila							
7/2/2024	Residence to NAIA Terminal 2	3:00am	4:00am	Grab	558.00			558.00
	Manila to Basco	6:25am	8:25am	Plane	8,442.00			8,442.00
TOTAL								26,335.48

I certify that : (1) I have reviewed the foregoing itinerary, (2) the travel is necessary to the service, (3) the period covered is reasonable and (4) the expenses claimed are proper.

Prepared by :
NELITA B. SEBASTIAN
Signature over Printed Name

Approved by:
ALFREDO B. GUMARU JR. E4D, CESO V
Schools Division Superintendent
Agency Head/Authorized Representative

DANTE J. MARCELO JR. PhD, CESO VI
Assistant Schools Division Superintendent
Immediate Supervisor