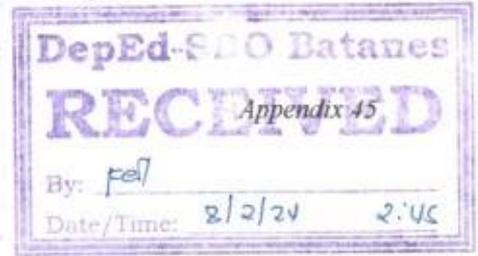


2024-01325



ITINERARY OF TRAVEL

Entity Name : DepEd-Batanes
 Fund Cluster: 01

No.: 2024-05-002

Name : **MICHAEL RYAN B. CABUGAO** Date of Travel : **May 14 - 27, 2024**
 Position : **TEACHER III** Purpose of Travel: **Participate in the 2024 Capability Building for career Stage 1 Aspiring School Heads**
 Official Station : Ivana Elementary School

Date	Places to be visited (Destination)	TIME		Means of Transportation	Transportation	Per Diem	Others	Total Amount
		Departure	Arrival					
May 14, 2024	Official Station to Basco Airport	5:00 am	6:00AM	PUV	70.00			70.00
	Basco Airport to Tuguegarao Airport	8:00AM	10:00AM	Airplane	7,500.00			7,500.00
	Tuguegarao Airport to Regional Office	10:00AM	11:00PM	Tricycle				0.00
May 15-17, 2024	Capability Building	8:00AM	5:00PM	N/A			4,500	4,500.00
May 18-25, 2024	Waiting for NQESH			N/A				0.00
May 26, 2024	NQESH 2024	8:00AM	12:00PM	N/A	N/A			0.00
May 27, 2024	Tuguegarao Airport to Basco Airport	8:00AM	10:00AM	Airplane	7,665.00			7,665.00
	Basco Airport to Official Station	10:00AM	11:00AM	PUV	70.00			70.00
TOTAL								19,805.00

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.

CARINA H. DE LOS SANTOS
 School Principal I

Prepared by : MICHAEL RYAN B. CABUGAO
 Teacher III

Approved by : ALFREDO B. GUMARU JR. EdD, CESO V
 Schools Division Superintendent