

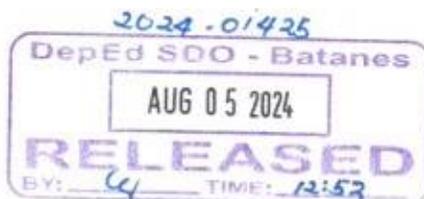


Republic of the Philippines
Department of Education
Region II – Cagayan Valley
Division of Batanes

1st Endorsement
August 6, 2024

Respectfully forwarded to **BENJAMIN D. PARAGAS**, PhD, CESO III, Director IV, Regional Director, DepEd Regional Office 2, Carig, Tuguegarao City, Cagayan, the herein basic communication of **DANTE J. MARCELO**, Assistant Schools Division Superintendent of this Schools Division, asking permission for travel abroad to Japan from November 25, 2024 to December 4, 2024, for information and appropriate action.


ALFREDO B. GUMARU, Jr., EdD, CESO V
Schools Division Superintendent



Address: Basco, Batanes, 3900
Telephone Nos.: 09603974200
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August 5, 2024

BENJAMIN D. PARAGAS, PhD, CESO III

Director IV, Regional Director
DepEd Regional Office II
Carig Sur, Tuguegarao City, Cagayan

(Thru Channel)

Subject: Request for Travel Abroad

Sir:

Greetings in the name of the Lord Jesus Christ!

I am writing to request approval for my travel abroad to Japan for a family vacation from November 25, 2024 to December 5, 2024, including travel.

This trip is planned to celebrate our 30th wedding anniversary with my children and all necessary arrangements and adjustments have been made well in advance.

I kindly ask for your favorable action of this request.

Thank you for your kind consideration regarding this matter.

Very truly yours,


DANTE J. MARCELO

Assistant Schools Division Superintendent



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