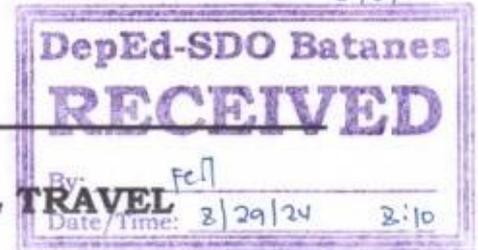




NO. OFLTVL-2024-08-061

Republic of the Philippines  
Department of Education  
REGION II - CAGAYAN VALLEY  
SCHOOLS DIVISION OF BATANES



**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>NAME</b>	ARLENE R. CASTILLO
<b>Position/ Designation</b>	School Principal I
<b>Permanent Station</b>	Savidug-Chavayan Elementary School
<b>Purpose of Travel</b> (must be supported by attachments)	To attend the following activities: 1. Capability Building of Kindergarten Teachers and School Heads on Play-Based Assessment, Child-Centered Approaches, DAP Principles on August 23-25, 2024 2. Healthy Learning Institution (HLI) Workshop 2 to all Elementary School Heads, Teaching and Non-Teaching Staff on August 27-29, 2024 3. Division-Based Training for Multi-Grade Instruction on August 30, 2024 – September 3, 2024
<b>Host of Activity</b>	SDO Batanes/PHO- Batanes
<b>Inclusive Dates</b>	August 22, 2024 – September 4, 2024
<b>Destination</b>	Basco, Batanes
<b>Fund Source</b>	School MOOE

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

ARLENE R. CASTILLO  
Name and Signature of Requesting Employee \_\_\_\_\_ 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.

DANTE J. MARCELO, PhD, CESO VI  
Assistant Schools Division Superintendent \_\_\_\_\_ Date \_\_\_\_\_

**APPROVED**

ALFREDO E. GUMARU JR. EdD, CESO V  
Schools Division Superintendent \_\_\_\_\_ Date \_\_\_\_\_



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Doc Code: **FM-ORD-002** Rev: **02**  
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