



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
 Capitol Area, Dumaguete City

DEPT. NEG. OR.
 RELEASED
 NO: 018.0307
 DATE: 01 FEB 2018
 SECTION

TRAVEL ORDER

No. 113 S. 2018

TO : **MR. JECHRRO S. SUN**
 Administrative Assistant

PURPOSE : To process and get checks for payment to various suppliers and personnel

DATE OF TRAVEL: February 5-6, 2018

VENUE/PLACE : Division of Negros Occidental, Bacolod City

ALLOWED/CHARGED TO: *(Subject to the usual accounting and auditing rules and regulations)*

- _____ : Registration/Transportation and other expenses
- _____ : Transportation
- _____ : Per Diems
- _____ : On official time/business only
- _____ : Charged to local funds
- X : Transportation/per diem & other incidental expenses incurred shall be charged against MOOE/local funds.

Jimenez
Pr: **SALUSTIANO T. JIMENEZ. CESO VI**
 Schools Division Superintendent
 OIC-Assistant Regional Director *(Signature)*