



VISAYAS
STATE UNIVERSITY

OFFICE OF THE
PRESIDENT



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14 January 2025

AUTHORITY TO TRAVEL

Atty. Joel Anthony M. Viado

BI Commissioner

Bureau of Immigration

Magallanes Drive, Intramuros, Manila

Attention: Passport Division
Consular Affairs Office
2330 Roxas Blvd., Pasay City

Authority to travel abroad on () Official Business/(/) Private Business is hereby granted to:

Name : **Mr. Junito A. Panonce**
Designation : Administrative Officer III
Country(ies) : Vietnam
Purpose(s) : To go on educational tour to Vietnam from February 17 – 21, 2025.
Funding : Personal
Remarks :

With Approved Leave Application: / (on educational tour)

With Approved Travel Order:

With no pending administrative/criminal case filed against him/her.

Entitlements : Category	Source (Check)		
	Gov't.	Sponsor	Other
1. International Airfare	<u> </u>	<u> </u>	<u> </u> / <u> </u>
2. Clothing Allowance	<u> </u>	<u> </u>	<u> </u> / <u> </u>
3. Pre-travel allowance	<u> </u>	<u> </u>	<u> </u> / <u> </u>
4. Salary and Allowances while abroad	<u> </u> / <u> </u>	<u> </u>	<u> </u>
5. Accommodation/Inland Travel	<u> </u>	<u> </u>	<u> </u> / <u> </u>
6. Food	<u> </u>	<u> </u>	<u> </u> / <u> </u>
7. Medical Care	<u> </u>	<u> </u>	<u> </u> / <u> </u>
8. Local Travel	<u> </u>	<u> </u>	<u> </u> / <u> </u>
9. Travel Tax	<u> </u>	<u> </u>	<u> </u>

 Exempt per E.O. 283 (lh)

 / Not exempt

PROSE IVY G. YEPES
University President

OFFICE OF THE PRESIDENT

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FM-OOP-07
V04 06-06-2024
No. **JS-15**