



## NIGERIAN CONTENT DEVELOPMENT AND MONITORING BOARD

### AUTHORISATION TO TRAVEL FORM

I hereby confirm that \_\_\_\_\_ is duly authorized to travel on local tour from \_\_\_\_\_ to \_\_\_\_\_ for a period of \_\_\_\_\_ nights

#### Purpose of travel

1. \_\_\_\_\_
2. \_\_\_\_\_

Division/Directorate:	Unit:
Designation/Position:	
Budget Funding Source:	

Approving Department/Division/Directorate: \_\_\_\_\_

(This is the staff's Department/Division/Directorate)

Approved by: \_\_\_\_\_

(Dept/Div/Directorate Requesting for Staff)

Approved on behalf: \_\_\_\_\_

(Necessary only when the Approving Staff for the requester is not present)

**N/B: ONLY ONE APPROVAL IS REQUIRED.**