* Requestors from Sectoral Offices/ Attached Agencies
* Requestors from DOTr Central Office/ OSEC / ICD
* Action Officers from DOTr Central Office
* Applicants/ Attendees (remove)

Users

Inclusions:

* Request for Travel Authority

Foreign – (SO/AA, DOTr-CO)

Local – DOTr-CO , Head of SO/AA(non-training related), OSEC (non-training related for SOTC)

International Commitment – ICD

* Application for Scholarship Program
  + LSP – (DOTr-CO)
  + FSP – (SO/AA, DOTr-CO)

Requirements

* Request for Travel Authority
* Application for Scholarship Program