



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE

TRAVEL ORDER

No. _____

Name : ERNESTO E. TAÑADA Date: November 24, 2022
Position: PENR Officer Salary: _____
Div./Sec/Unit: PENRO
Official Station: PENRO
Departure Date: November 27, 2022 Arrival Date: November 30, 2022
Destination: CENRO San Jose, Occidental Mindoro
Purpose of Travel: To attend 4th Quarter Provincial Executive Committee and Full-Time Delivery Unit meeting for CY 2022.

Per Diems/Expenses Allowed: Php 2, 200.00
Appropriation to which Travel should be charged: _____
Remarks or special instructions: _____

CERTIFICATION:

This is to certify that the travel is necessary and is connected with the functions of the official/employee of this Div./Sec./Unit.

Recommending Approval:

Approved:

DONNA MAYOR-GORDOVE, CESO IV
ARD- Management Services

LORMELYN E. CLAUDIO, CESO IV
Regional Executive Director

AUTHORIZATION

I hereby authorize the accountant to deduct the corresponding amount of the unliquidated cash advance from my succeeding salary for failure to liquidate this travel within the prescribed thirty-day period upon return to my permanent official station pursuant to item 5.1.3 of COA Circular 97-002 dated February 10, 1997 and Sec. 16 of EO No. 248 dated May 29, 1995.

ERNESTO E. TAÑADA
Official/Employee



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE

November 24, 2022

ITENERARY OF TRAVEL

NAME: ERNESTO E. TAÑADA
POSITION: OIC, PENRO
MONTHLY SALARY: 89,597.00
OFFICIAL STATION: PENRO OCCIDENTAL MINDORO

PURPOSE OF TRAVEL: TO ATTEND 4TH QUARTER EXECUTIVE COMMITTEE AND FULL-TIME
DELIVERY UNIT MEETING FOR CY 2022.

DESTINATION: CENRO SAN JOSE, OCCIDENTAL MINDORO

NOVEMBER

27	From Mamburao, Occidental Mindoro To San Jose, Occidental Mindoro	12:00PM - 02:00PM
28-29	at the venue San Jose, Occidental Mindoro	
30	From San Jose, Occidental Mindoro To Mamburao, Occidental Mindoro	10:00AM- 12:00PM

Prepared by: (Official/Employee)

ERNESTO E. TAÑADA
OIC, PENRO