



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**  
Position: **PENR Officer**

Date: **April 20, 2023**  
Salary : \_\_\_\_\_  
Div./Sec./Unit: **PENRO**  
Official Station: **PENRO**

Departure Date: **April 23 2023**  
Destination: **Batangas City**  
Arrival Date: **April 26, 2023**  
Purpose of Travel: **To attend VIP MPAN and LEN 4<sup>th</sup> Secretariat and 3<sup>rd</sup> Management Board Meeting**

Per Diems/Expenses Allowed: \_\_\_\_\_  
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:

**DONNA MAYOR-GORDOVE, CESO IV**  
ARD-Management Services

Approved:

**LORMELYN E. CLAUDIO, CESO IV**  
Regional Executive Director

**AUTHORIZATION**

I herby 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