

ITINERARY OF TRAVEL

Department of Environment and Natural Resources Office-Provincial Office

Agency

No. _____

Name : **ALAN L. VALLE**

Purpose of Travel : Please see attached travel order

| Date | Places to be visited | TIME | | EXPENSES | | | |
|----------|---|-----------|---------|-------------------|----------|-----------------|-----------------|
| | | Departure | Arrival | Means of Transpo. | Expenses | Per Diem | Total Amount |
| March 12 | OS to Calapan City Vicinities To Pola To OS | 8:00 am | 5:00 pm | RP Vehicle | | 1,100.00 | 1,100.00 |
| March 13 | OS to Calapan City Vicinities To OS | 9:00 am | 1:00pm | RP Vehicle | | | |
| March 14 | OS to Naujan To Pola | 7:30 am | 2:00 pm | RP Vehicle | | 2,200.00 | 2,200.00 |
| March 15 | Still at Pola To OS | | | | | 2,200.00 | 2,200.00 |
| March 16 | Pola to OS | 8:00 am | 9:30 am | RP Vehicle | | 1,100.00 | 1,100.00 |
| March 17 | OS to Pola To OS | 7:15 am | 5:20 pm | RP Vehicle | | 1,100.00 | 1,100.00 |
| | | | | | - | 7,700.00 | 7,700.00 |

I certify that: (1) I have reviewed the foregoing itinerary , (2) the travel is necessary to the service, (3) the period covered is reasonable and (4) the expenses claimed are proper.

Prepared by:

ALAN L. VALLE
OIC-PENRO

LORMELYN E. CLAUDIO, CESO IV
Regional Executive Director