

Republic of the Philippines
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE
San Jose, Occidental Mindoro

TRAVEL ORDER

No.: 7-2111

Name: **EFREN L. DELOS REYES**

Position: **CENR Officer**

Salary (PhP): _____

Div/Sec/Unit: _____

Official Station: **CENRO SAN JOSE**

Departure Date: **FEBRUARY 14, 2023**

Arrival: **FEBRUARY 18, 2023**

Destination: **Manila**

Purpose of Travel: **To attend Capacity Enhancement and Technical Guidance Learning Event for Regional and Field QMS Teams**

Per Diems/Expenses Allowed: **2,200.00**

Appropriations to which travel should be charged: _____

Remarks or Special Instructions: **RETURN TO OFFICIAL STATION UPON COMPLETION OF OFFICIAL TRAVEL**

CERTIFICATION:

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

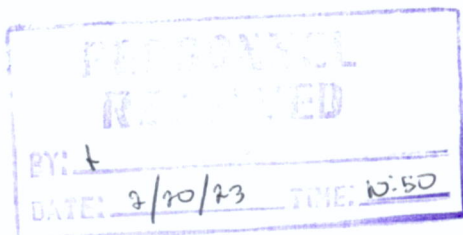
Approved:

ERNESTO E. TAÑADA
OIC, PENR Officer

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 my failure to liquidate this travel within the prescribed thirty-day period upon return to my permanent official station pursuant to item 5.1.3 Circular 97-002 dated February 10, 1997 and Sec. 16 EO no.248 dated May 29, 1995.



EFREN L. DELOS REYES
Official/Employee

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