


ITINERARY OF TRAVEL

Entity Name : _____
Fund Cluster: _____

No.: _____

Name : <u>CESAR P. ODI</u> Position: <u>OIC, PENR Officer</u> Official Station : <u>Odiongan, Romblon</u>	Date of Travel : <u>October 11-13, 2023</u> Purpose of Travel: <u>To supervise the Handog Titulo event in San Agustin, Romblon on October 11, 2023 and to assist the OIC-RED in his visit at Sibuyan Island on October 12 and 13, 2023</u>
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Date	Places to be visited (Destination)	T I M E		Means of Transportat ion	Transportation	Per Diem			Total Amount
		Departure	Arrival			Meal	Incidental	Lodging	
October									
10	From official station to Tugdan Airport, Alcantara, Romblon	6:00AM	7:15AM	Gov't Vehicle					-
	To PENR Office	8:40AM	9:30AM						-
	To Calatrava (LGU and PAMO)	2:00PM		Gov't Vehicle					-
	Back to PENR Office	5:00PM	5:45PM						-
11	To Tabing-dagat-Ligaya Blvd.	5:30AM	5:45AM						-
	To RSU-Main Campus	8:00AM		Gov't Vehicle					-
	To San Agustin Commercial Complex	10:45AM	11:30AM						-
	Back to PENR Office	5:00PM	6:00PM						-
12	PENR Office to San Agustin Port	1:45AM	3:00AM	Gov't Vehicle					-
	To Magdiwang Port	4:30AM	8:30AM	Boat	380.00				380.00
	Terminal Fee				15.00				15.00
	At Sibuyan and vicinities			Gov't Vehicle			440.00		440.00
									-
13	To Magdiwang Port	8:30AM	9:00AM	Gov't Vehicle					-
	To San Agustin Port	10:30AM	4:00PM	Boat	380.00				380.00
	to PENR Office	4:00PM	5:00PM	Gov't Vehicle			440.00		440.00
									-
									-
					775.00	-	880.00	-	1,655.00

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 : <div style="text-align: center;">  <u>CESAR P. ODI</u> OIC-PENR Officer </div> Approved by: <div style="text-align: center;"> <u>FELIX S. MIRASOL, JR. CESO IV</u> OIC-Regional Executive Director </div>
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Appendix B
CERTIFICATE OF TRAVEL COMPLETED

DENR
Agency

DENR-PENRO, Odiongan
Station

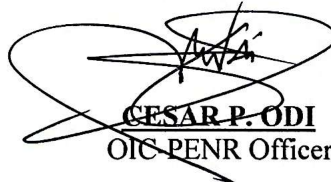
I certify that I have completed the travel authorized in Itinerary of **Travel Order No. 1070** dated **October 6, 2023** under indicated below:

- ☒ / / Strict in accordance with the approved Itinerary.
- ☐ / / Cut short as explained. Excess payment in the amount of P was refund on O.R. No. dated
- ☐ / / Extended as explained below. Additional Itinerary was submitted.
- ☐ / / Other deviation as explained.

Explanation or justification:

Evidence of travel attached hereto: Certificate of appearance and tickets are hereto attached.

Respectfully yours,


CESAR P. ODI
OIC-PENR Officer

On evidence and information of which I have knowledge, the Travel was actually undertaken.

Approved by:

FELIX S. MIRASOL, JR. CESO IV
OIC-Regional Executive Director



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region

TRAVEL ORDER

No. 1070 / 1070

October 6, 2023

11 63

Name	CESAR P. ODI	Salary	
Position	OIC PENR Officer	Div/Sec/Unit	
Departure Date	October 11, 2023	Official Station	DENR-PENRO Romblon
Destination	San Agustin, Romblon and Sibuyan Island	Arrival Date	October 13, 2023
Purpose of Travel	To supervise the 'Handog Titulo' event in San Agustin, Romblon on October 11, 2023. To assist the OIC-Regional Executive Director in his visit at Sibuyan Island on October 12 and 13, 2023.		

Per Diems/Expenses Allowed
Assistants or Laborers Allowed
Appropriations to which travel should be charged
Remarks or special instructions

Certifications:

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

Recommended by:



DONNA MAYOR-GORDOVE, CESO IV
Assistant Regional Director
For Management Services

Approved:


FELIX S. MIRASOL, JR., CESO IV
OIC Regional Executive Director

AUTHORIZATION

I hereby authorize the Accountant to deduct the corresponding amount of the unliquidated cash advance from the 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 5.3.1 COA Circular 97-002 dated February 10, 1997 and Sec. 16 EO No. 248 dated May 29, 1995.


CESAR P. ODI
OIC PENR Officer



Republic of the Philippines
MIMAROPA Region
Province of Romblon
MUNICIPALITY OF SAN AGUSTIN

OFFICE OF THE MUNICIPAL MAYOR

CERTIFICATE OF APPEARANCE

To whom it may concern:

This is to certify that Mr. Cesar P. Odi of DEJR PENRO Romblon has appeared in this office on October 11, 2023 relative to his/her Travel Order No. 1070 dated October 6, 2023.

Purpose of Appearance: To supervise the 'Handog Titulo' event.

Issued this 11th day of October 2023 in San Agustin Romblon.

ESTEBAN SF MADRONA, JR.
Municipal Mayor



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region

Control No. 2023-10-003

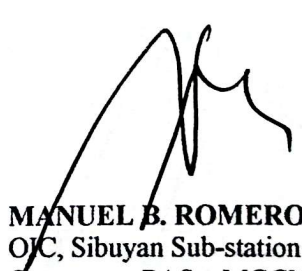
CERTIFICATE OF APPEARANCE

This is to CERTIFY that Ms./Mr. Cesar P. Odi who is an employee of DENR Romblon with assignment at PENRO Romblon personally appeared at DENR Sibuyan Sub-station/ Protected Area Management Office of Mt. Guiting-Guiting Natural Park on October 12-13, 2023 for the purpose of To attend the PAMO - MGGNP meeting and assist the OIC-RED in his visit.

This certification is issued upon the request of Ms./Mr. Cesar P. Odi in compliance with the standing regulations provided under R.A. No. 3847 duly implemented by General Circular No. 127, dated November 27, 1973, pursuant to Presidential Decree No. 344, dated November 28, 1973, for the purpose of establishing the evidence and duration of his appearance here at, the truth of which is hereby vouched and guaranteed by the undersigned.

Date of Issuance : October 13, 2023

Place of Issuance: Sibuyan Sub-Station & PAMO of MGGNP
So. Logdeck, Brgy. Tampayan, Magdiwang,
Romblon


MANUEL B. ROMERO
OIC, Sibuyan Sub-station &
Concurrent PASu, MGGNP

STARHORSE SHIPPING LINES, INC.

No.20 San Antonio St., Lourdes Subd.Isabang, 4301 Lucena City (Capital) Quezon Phi
VAT Reg. TIN - 007-134-822-00000

PASSENGER TICKET

SIBUYAN

DATE : _____

No. 143554

-2

0.00

ROUTE: _____

SAN AGUSTIN-SIBUYAN

VESSEL: M/V VIRGEN DE PEÑAFRANCIA _____

REGULAR 380.00

RATE:

Purser/Authorized Signature

- Valid only on date of purchase
- Non - transferrable
- Keep ticket for inspection
- Refund is subject to 10% surcharge
- Not valid without the correct checker's stub

THIS PASSENGER TICKET SHALL BE VALID
FOR FIVE (5) YEARS FROM THE DATE OF ATP

3500 Bkts. (100x1) 000001 -2* 35000002
BIR Auth. No. 060AU20220000002398
Date Issued: April 06, 2022, Valid until April 05, 2027
E.L. GLINDRO PRINTING PRESS
Cell. # 09333164878; 09330436677
TIN: 162-033-999-000* Landline# 785-08162
Printer's Accreditation No. 060MP2019000000012
Date Issued Jan 23 2019 / Exp. Jan 23, 2024



Republic of the Philippines
MUNICIPALITY OF SAN AGUSTIN
San Agustin, Rombon



SAN AGUSTIN PORT TERMINAL
TERMINAL FEE - Php 15.00

Tax Ordinance No. 2017-51

NON - REFUNDABLE

Valid for ONE (1) DEPARTURE Only

Nº 0040788

Date OCT 12 2017

Keep Ticket for Inspection

STARHORSE SHIPPING LINES, INC.

No. 20 San Antonio St., Lourdes Subd. Isabang, 4301 Lucena City (Capital) Quezon Phil.
VAT Reg. TIN - 007-134-822-00000

PASSENGER TICKET

STIN

DATE: _____

No 217956 -2

ROUTE: SIBUYAN-SAN AGUSTIN

VESSEL: M/V VIRGEN DE PEÑAFRANCIA _____

RATE: **REGULAR 380.00**

- Valid only on date of purchase
- Non - transferrable
- Keep ticket for inspection
- Refund is subject to 10% surcharge
- Not valid without the correct checker's stub

THIS PASSENGER TICKET SHALL BE VALID
FOR FIVE (5) YEARS FROM THE DATE OF ATP

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BIR Auth. No. 060AU20220000002398
Date Issued: April 06, 2022; Valid until April 06, 2024
E.L. GLINDRO PRINTING PRESS
Cell. # 09333164878; 09330416675
TIN: 162-033-999-000* Landline# 765-55-4373
Printer's Accreditation No. 060MP2019000005042
Date Issued Jan 23 2019 / Exp. Jan 23, 2024