



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: November 24, 2023
Salary : _____
Div./Sec./Unit: PENRO
Official Station: PENRO

Departure Date: November 27, 2023
Destination: Metro Manila

Arrival Date: November 29, 2023

Purpose of Travel: To participate to the consolidation writeshop for the DENR Calabarzon and Mimaropa PASA Report of the Verde Island Passage

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

FELIX S. MIRASOL, JR.
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