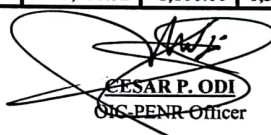


## ITINERARY OF TRAVEL

Entity Name : \_\_\_\_\_  
Fund Cluster: \_\_\_\_\_

No.: \_\_\_\_\_

<b>Name :</b> <u>CESAR P. ODI</u> <b>Position:</b> <u>OIC, PENR Officer</u> <b>Official Station :</b> <u>Odiongan, Romblon</u>				<b>Date of Travel :</b> <u>December 13-17, 2023</u> <b>Purpose of Travel:</b> <u>To attend the FY 2023 DENR ONE MIMAROPA 4th Quarter Regional Management Conference cum CY 2023 General Assembly on December 14-15, 2023 at Metro Manila</u>					
Date	Places to be visited (Destination)	T I M E		Means of Transportation	Transportation	Per Diem			Total Amount
		Departure	Arrival			Meal	Incidental	Lodging	
December									
13	From Official Station to Pootoy Port	5:40PM	5:50PM	Gov't Vehicle	-				-
14	To Batangas Port	6:00PM	4:00AM	Ship	1,639.76				1,639.76
	Terminal Fee				15.00				15.00
	To Buendia	4:30AM	6:30AM	Bus	268.00				268.00
	To venue (Hotel Lucky)	7:00AM	8:00AM	Taxi	304.00	220.00	440.00		964.00
15	Still at the venue								-
	To Buendia to temp. residence	6:00PM	8:20PM	Taxi	100.00	220.00	440.00	1,100.00	1,860.00
16	From residence to Batangas Port	7:00PM	8:15PM	Private Vehicle					-
	Terminal Fee				30.00				30.00
	Batangas Port to Odiongan Port	9:00PM	7:00AM	Ship	1,619.76	660.00	440.00		2,719.76
17	Back to official station	7:10AM	7:20AM	Gov't Vehicle					-
					3,976.52	1,100.00	1,320.00	1,100.00	<u>7,496.52</u>
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.				<b>Prepared by :</b> <div style="text-align: center;">   <u>CESAR P. ODI</u>          OIC-PENR Officer       </div> <b>Approved by:</b> <div style="text-align: center; margin-top: 20px;"> <u>FELIX S. MIRASOL, JR. CESO IV</u>          OIC-Regional Executive Director       </div>					

7396.2

*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. 1238 dated December 11, 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. OBI**  
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

## CERTIFICATE OF APPEARANCE

Control No. 2023-11- 1096

This is to certify that Mr./ Mrs./Ms. \_\_\_\_\_ whose name and designation are shown below appeared at this office as indicated and for the purpose/s as stated below:

Name: CESAR P. ODI

Designation: OIC, PENR OFFICER

Office: PENRO ROMBLON


Inclusive Dates: DECEMBER 14-15, 2023

Purpose: 1. TO ATTEND THE CONDUCT OF FY 2023 DENR ONE MIMAROPA 4TH QUARTER REGIONAL MANAGEMENT CONFERENCE CUM CY 2023 GENERAL ASSEMBLY ON DECEMBER 14-15, 2023.

This Certification is being issued at the request of Mr./Ms. \_\_\_\_\_ in compliance with the standing auditing regulations provided for under RA 3847 duly implemented by COA Circular No. 127 for purpose of establishing the evidence and duration of his/her appearance hereat, the truth of which is hereby vouched and guaranteed by the undersigned.

Date of issuance: 15 December 2023

Place of Issuance: DENR MIMAROPA Region

  
ROSARIO C. GULMATICO  
Chief, Administrative Division  
MIMAROPA REGION





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

TRAVEL ORDER

No. 1238 *py*

December 11, 2023

Name	: CESAR P. ODI	Salary	:
Position	: OIC PENR Officer	Div/Sec/Unit	:
Departure Date	: December 13, 2023	Official Station	: DENR-PENRO Romblon
Destination	: Metro Manila	Arrival Date	: December 17, 2023
Purpose of Travel	: To attend the FY 2023 DENR ONE MIMAROPA 4th Quarter Regional Management Conference cum CY 2023 General Assembly on December 14-15, 2023 at Metro Manila.		

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:

Approved:

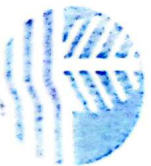
*Donna Mayor-Gordove*  
**DONNA MAYOR-GORDOVE, CESO IV**  
Assistant Regional Director  
For Management Services

*Felix Samirason, Jr.*  
**FELIX SAMIRASON, JR., CESO IV**  
OIC Regional Executive Director

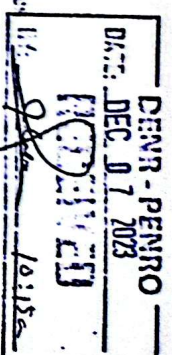
AUTHORIZATION

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  
Department of Environment and Natural Resources  
MIMAROPA Region



REGIONAL SPECIAL ORDER  
No. 610  
Series of 2023

NOV 15 2023

SUBJECT: AUTHORIZING THE CONDUCT OF THE FY 2023 DENR ONE  
MIMAROPA 4<sup>th</sup> QUARTER REGIONAL MANAGEMENT  
CONFERENCE/CLIMATE 2023 GENERAL ASSEMBLY

In the interest of the service and in order (1) to determine the status of FY 2023 Performance; (2) boost morale and camaraderie among the employees and officials; and (3) recognize the services rendered by some personnel through the Program on Awards and Incentives for Service Excellence (PRAISE), the conduct of the FY 2023 DENR ONE MIMAROPA 4<sup>th</sup> Quarter Regional Management Conference cum CY 2023 General Assembly on December 14-15, 2023, in Metro Manila is hereby authorized

It shall be participated by the following Officials and Personnel

MANAGEMENT CONFERENCE PARTICIPANTS (December 14-15)	
NAME	POSITION/DESIGNATION
<b>DENR Regional Office</b>	
1. Felix S. Mirasol, Jr., CESO IV	OIC, Regional Executive Director
2. Donna May-or-Gordove, CESO IV	Assistant Regional Director, Management Services
3. Maximo C. Landrito	OIC Assistant Regional Director, Technical Services
4. Jaime M. Ancheta, Jr.	NGP Regional Coordinator
5. Atty. Grandhi G. Flores	Chief, Legal Division
6. Rosario C. Gulmanico	Chief, Administrative Division
7. Jonas Paolo M. Saludo	OIC Chief, Planning and Management Division
8. Ruby C. Bautista	Chief, Finance Division
9. Marilyn R. Lumpiada	Chief, Licenses, Patents, and Deeds Division
10. Lino M. Dimapilis	Chief, Enforcement Division
11. Maria Melissa L. Lundayan	Chief, Conservation and Development Division
12. Roman G. Legaspi	Chief, Surveys and Mapping Division
13. Winston A. De Guzman	OIC Chief, Monitoring and Evaluation Section
14. Jeremy A. Melchor	Chief, Plans and Programs Section
15. Madonna P. Corado	Chief, Regional Strategic Communication and Initiatives Group
16. Arnel N. Astreza	President, DENREIU
<b>Environmental Management Bureau</b>	
17. Joe Aniel M. Salino	Regional Director, EMBS
18. Engr. Edna P. Quindaza	Chief, Finance and Administrative Division
19. Buena Fe A. Rionlorido	Chief, Clearance and Permitting Division
20. Engr. Pabito M. Estoque, Jr.	Chief, Environmental Monitoring and Enforcement Division



NAME		POSITION/DESIGNATION
<b>Mines and Geosciences Bureau</b>		
21	Engr. Felizardo A. Guad. Jr.	Regional Director, MGB
22	Edwin M. Mopares	Chief, Geosciences Division
23	Engr. Elengrace R. Galiste	Chief, Mine Management Division
24	Engr. Alvin S. Requinn	Chief, Mine Safety, Environment, and Social Development Division
25	Ron Kristoffer G. Gabay	Chief, Finance and Administrative Division
<b>Marinduque</b>		
26	Imelda M. Diaz	OIC, PI-NRO Marinduque
27	Gemma P. Delos Reyes	OIC, Chief, Management Services Division
28	Engr. Cynthia L. Lozano	Chief, Technical Services Division
29	Emelito M. Recto	PASu, MWS
<b>Occidental Mindoro</b>		
30	Ernesto L. Tanada	OIC, PI-NRO Occidental Mindoro
31	Anastacio A. Santos	CIENRO Sablayan
32	Engr. L. Delos Reyes	CIENRO San Jose
33	Abel R. Francisco	Chief Management Services Division
34	Celso B. Almazan	OIC, Chief, Technical Services Division
35	Hector S. Argones	PASu, MIBNP
36	Kristal Dane T. Villanada	PASu, ARNP
37	Arlene V. Francisco	PASu, MCWS
<b>Oriental Mindoro</b>		
38	Allan L. Valle	OIC, PI-NRO Oriental Mindoro
39	Cesar E. Quebec	CIENRO Roxas
40	Rodel M. Boyles	CIENRO Socorro
41	Maricel V. Suplico	Chief Management Services Division
42	Alma F. Gibe	Chief, Technical Services Division
43	Ricardo R. Natividad	PASu, NLNP
<b>Palawan</b>		
44	Felizardo B. Cavatoc	PI-NRO Palawan
45	Leonard T. Caluya	CIENRO Brooke's Point
46	Rodney G. Veran	OIC CIENRO, Coron
47	Alexander E. Mancio	OIC CIENRO, Puerto Princesa City
48	Renato S. Gonzaga	OIC CIENRO, Quezon and Concurrent PASu, MMPL
49	Pablo J. Cruz	CIENRO Roxas
50	Enrardo M. Corpuz	CIENRO Taytay
51	Wimalayda S. Talabucan	OIC Chief, Management Services Division
52	Ronie B. Gaudera	Chief, Technical Services Division
53	Mildred A. Suza	PASu, ENTMRPA
54	Charissa P. Padon	PASu, MSPLS
55	Franklin M. Aquino	PASu, UICIBRS
56	Engr. Rex S. Velasco	PASu, RIWS
<b>Romblon</b>		
57	Cesar P. Odi	OIC, PI-NRO Romblon
58	Thelmo S. Hernandez	Chief, Management Services Division
59	Melvin R. Roceo	Chief, Technical Services Division
60	Raymond G. Inocencio	PASu, CWER
61	Manuel B. Romero	PASu, MGCNP
<b>Secretariat</b>		
62	Karla P. Mora	Staff PMD-PPS
63	Ma Elaine D. Santos	Staff PMD-PPS
64	Jose Branco L. Calayo	Staff PMD-PPS

*AB*

NAME	POSITION/DESIGNATION
65. I dha A. Tiarosa	HRDS Representative
66. Kristine A. Jacarins	HRDS Representative
YEAR-END ASSEMBLY PARTICIPANTS (December 15)	
DENR Employees	

All expenses to be incurred in the conduct of the event such as meals, accommodation, and other incidental expenses shall be charged against the Regional Office funds. However, payment of travel expenses of the participants shall be charged against their respective offices, subject to the usual accounting rules and regulations.

This Order takes effect on the dates stipulated herein.

  
**FELIX S. MIRASOL, JR., CISO IV**  
 OIC, Regional Executive Director

STENOGRAPHER: KENNEDY, LINDA ALONSO  
 DENR WORK CENTER: DENR-TSIS-1108, 8700 Lino Drive  
 Lino Drive, Lino Drive, Lino Drive