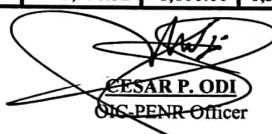


ITINERARY OF TRAVEL

Entity Name : _____
Fund Cluster: _____

No.: _____

Name : CESAR P. ODI Position : OIC, PENR Officer Official Station : Odiongan, Romblon				Date of Travel : December 13-17, 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					
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 Poctoy 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	7,496.52
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 :  CESAR P. ODI OIC-PENR Officer					
				Approved by: FELIX S. MIRASOL, JR. CESO IV OIC-Regional Executive Director					

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 *proy*

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, CESO IV
Assistant Regional Director
For Management Services


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
Department of Environment and Natural Resources
MIMAROPA Region

DENR - PENRO
DATE: DEC 07 2023
NOV 15 2023
10:15

REGIONAL SPECIAL ORDER
No. 610
Series of 2023

NOV 15 2023

SUBJECT: AUTHORIZING THE CONDUCT OF THE FY 2023 DENR ONE
MIMAROPA 4th 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 4th 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
DENR Regional Office	
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. Gandhi 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 I. Indangan	Chief, Conservation and Development Division
12. Roman G. Icyaspi	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
Environmental Management Bureau	
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. Pablio M. Estoque, Jr.	Chief, Environmental Monitoring and Enforcement Division

RB

NAME	POSITION/DESIGNATION
Mines and Geosciences Bureau	
21 Engr. Elizardo A. Garcia, Jr.	Regional Director, MGB
22 Edson M. Mojares	Chief, Geosciences Division
23 Engr. Elengance R. Galiste	Chief, Mine Management Division
24 Engr. Alvin S. Requinn	Chief, Mine Safety, Environment, and Social Development Division
25 Ivan Kristoffer G. Gabay	Chief, Finance and Administrative Division
Marinduque	
26 Imelda M. Dar	OIC, PI-NRO Marinduque
27 Gemma P. Delos Reyes	OIC, Chief, Management Services Division
28 Engr. Cynthia E. Lozano	Chief, Technical Services Division
29 Imelda M. Dar	PASu, MWS
Occidental Mindoro	
30 Ernesto L. Labada	OIC, PI-NRO Occidental Mindoro
31 Anastacio A. Santos	CIENRO Sablayan
32 Eren L. Delos Reyes	CIENRO San Jose
33 Abe R. Francisco	Chief Management Services Division
34 Celso B. Almazan	OIC, Chief, Technical Services Division
35 Hector S. Argones	PASu, MIBNP
36 Krystal Dane T. Villanada	PASu, ARNP
37 Arlene V. Francisco	PASu, MCWS
Oriental Mindoro	
38 Allan L. Valle	OIC, PI-NRO Oriental Mindoro
39 Cesar E. Quebec	CIENRO Roxas
40 Rodol M. Boyles	CIENRO Socorro
41 Maricel V. Supleo	Chief Management Services Division
42 Alma F. Gibe	Chief, Technical Services Division
43 Ricardo R. Natividad	PASu, NI-NP
Palawan	
44 Elizardo B. Cayate	PI-NRO Palawan
45 Leonard T. Caluya	CIENRO Brooke's Point
46 Rodney G. Verlan	OIC CIENRO, Coron
47 Alexander E. Mancio	OIC CIENRO, Puerto Princesa City
48 Renato S. Gonzaga	OIC CIENRO, Quezon and Concurrent PASu, MMPI
49 Pablo J. Cruz	CIENRO Roxas
50 Contrado M. Corpuz	CIENRO Taytay
51 Wamalyda S. Talabucon	OIC Chief, Management Services Division
52 Ronnie B. Gaudera	Chief, Technical Services Division
53 Mildred A. Suza	PASu, ENTMRPA
54 Charissa P. Pador	PASu, MSPLS
55 Franklin M. Aquino	PASu, UICIBRS
56 Engr. Rex S. Velasco	PASu, RIWS
Romblon	
57 Cesar P. Odi	OIC, PI-NRO Romblon
58 Hechmo S. Hernandez	Chief, Management Services Division
59 Markon R. Rocero	Chief, Technical Services Division
60 Raymond G. Inocencio	PASu, CWER
61 Maanel B. Romero	PASu, MGINP
Secretarial	
62 Katala P. Mora	Staff PMID-PPS
63 Ma Elaine D. Santos	Staff PMID-PPS
64 Jose Branco I. Calayo	Staff PMID-PPS

RB

NAME	POSITION/DESIGNATION
65. I dha A. Tarrosa	HRDS Representative
66. Kristine A. Zaccarias	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

(514) ASHDL: Kover/Andresal/Janice Alonzo/psd
 DENR VOP: gd/AN/CS/ET/TSR/HSR/K/psd/psd/ps/ps
 Website: http://www.denr.gov.ph
 Email: denr@denr.gov.ph