

NOV 28 2023
11:04

IP

TH OF NOVEMBER 2023 OF PENRO ALAN L. VALLE

PENRO

Action Taken:

for transmittal to Regional Office
11-28-23

DENR MIMAROPA
RECORDS SECTION
RECEIVED

DEC 04 2023

☐ INCOMING ☐ OUTGOING

BY: DATE NO.

TIME:

IVAR P. MENDOZA
11-28-23

DEPARTMENT OF ENVIRONMENT & NATURAL RESOURCES



DENR-IV MIMAROPA

Provincial Environment and Natural Resources Office

Suqui, Calapan City, Or. Mindoro

DAILY TIME RECORD ALAN L. VALLE

Name

for the month of NOVEMBER 2023

Date		AM		PM		UNDERTIME	
		Start	End	Start	End	Hours	Minutes
1	Wed	HOLIDAY					
2	Thu						
3	Fri	7:40 AM	12:10 PM	12:45 PM	17:20 PM		
4	Sat						
5	Sun						
6	Mon	7:41 AM	12:07 PM	12:47 PM	18:05 PM		
7	Tue	7:39 AM	12:04 PM	12:51 PM	17:35 PM		
8	Wed	TRAVEL ORDER NO. 1119					
9	Thu						
10	Fri						
11	Sat						
12	Sun						
13	Mon	TRAVEL ORDER NO. 1101					
14	Tue						
15	Wed						
16	Thu						
17	Fri						
18	Sat						
19	Sun	TRAVEL ORDER NO.					
20	Mon						
21	Tue						
22	Wed						
23	Thu						
24	Fri	TRAVEL ORDER NO. 1097					
25	Sat						
26	Sun						
27	Mon	TRAVEL ORDER NO. 1097					
28	Tue						
29	Wed						
30	Thu						

TOTAL: _____ hrs./min. & _____ O.T. hrs.

0

I CERTIFY on my honor that the above is a true and correct report if the hours of work performed, record of which was made duly at the time of arrival and at departure from office.

ALAN L. VALLE

Verified as to the prescribed office hours

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

DEPARTMENT OF ENVIRONMENT & NATURAL RESOURCES



DENR-IV MIMAROPA

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DEPARTMENT OF ENVIRONMENT & NATURAL RESOURCES



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



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
Provincial Environment and Natural Resources Office
Calapan City, Oriental Mindoro

TRAVEL ORDER

1097

NOV 09 2023

NAME: ALAN L. VALLE
POSITION: OIC-PENR Officer
DEPARTURE DATE: November 27, 2023
DESTINATION: Manila/ MIMAROPA Regional Office

Salary: _____
Div./Sec./Unit: Office of the PENRO
Official Station: PENR Office
Arrival Date: December 3, 2023

PURPOSE OF TRAVEL: To participate on the conduct of Consolidation Writeshop for the DENR CALABARZON and MIMAROPA Protected Area Suitability Assessment (PASA) Report of the Verde Island Passage (VIP) To coordinate with ARDTS regarding technical matters/ To submit documents

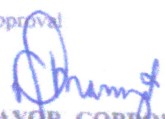
Per Diems/Expenses Allowed: _____
Assistants or Laborers Allowed: _____
Appropriations to which travel should be charged: _____
Remarks or special instructions: _____

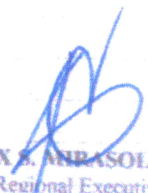
Certifications:

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

Recommending Approval

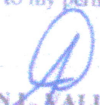
Approved by:


DONNA MAYOR- GORRIOVE, CESO IV
Assistant Regional Director
for Management Services


FELIX S. MIRASOL, JR., 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 station pursuant to Commission on Audit (COA) Circular No. 2012-004 dated November 28, 2012 liquidate this travel within twenty (20) days upon return to my permanent official.


ALAN L. VALLE
Official Employee



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
Provincial Environment and Natural Resources Office
Calapan City, Oriental Mindoro

TRAVEL ORDER

№ 1101

NOV 09 2023

NAME: ALAN L. VALLE
POSITION: OIC-PENR Officer
DEPARTURE DATE: November 13, 2023
DESTINATION: Baguio City

Salary: _____
Div./Sec./Unit: Office of the PENRO
Official Station: PENR Office
Arrival Date: Nov. 19, 2023

PURPOSE OF TRAVEL: To attend 69th Annual National Mine Safety and Environment Conference

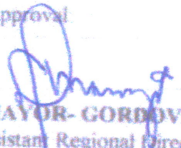
Per Diems/Expenses Allowed: _____
Assistants or Laborers Allowed: _____
Appropriations to which travel should be charged: _____
Remarks or special instructions: _____


Certifications:

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

Recommending Approval

Approved by:


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


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

AUTHORIZATION

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ALAN L. VALLE
Official Employee



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
Provincial Environment and Natural Resources Office
Calapan City, Oriental Mindoro

1113

TRAVEL ORDERNo. **1119** *peg*

NAME: ALAN L. VALLE
POSITION: OIC-PENR Officer
DEPARTURE DATE: November 8, 2023
DESTINATION: CENRO Roxas and Bulalacao, Oriental Mindoro

Salary: _____
Div./Sec./Unit: Office of the PENRO
Official Station: PENR Office
Arrival Date: November 10, 2023

PURPOSE OF TRAVEL: Inspection of Bangkaso Island/Coordination and dialogue meeting with LGU Bulalacao
Visit and monitor activities of CENRO Roxas

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/ employees of this Div./Sec./Unit

Recommending Approval:

Approved by:

[Signature]
DONNA MAYOR- GORDOVE, CESO IV
Assistant Regional Director
for Management Services

[Signature]
FELIX MIRASOL, JR., CESO IV
Regional Executive Director

AUTHORIZATION

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[Signature]
ALAN L. VALLE
Official Employee

DOCUMENT TRACKING SLIP

NOV 28 2023
11:04

DENR-OrientalMindoro

2311000970

Description: DTR FOR THE MONTH OF NOVEMBER 2023 OF PENRO ALAN L. VALLE

Date Created: 11-28-2023:10:55

Originating Office: Office of the PENRO

Date Received:	Date Released:	Action Taken:
<div><div>DENR MIMAROPA RECORDS SECTION RECEIVED DEC 04 2023</div><div><input type="checkbox"/> INCOMING <input type="checkbox"/> OUTGOING BY: _____ DATS NO. _____ TIME: _____</div></div>	<div><div>MARY MIA P. MENDOZA 11-28-23</div></div>	<div>for transmittal to Regional Office 11-28-23</div>