

TRAVEL PLAN FOR THE MONTH OF: JANUARY TO MARCH CY 2023

OFFICE: PENRO ORIENTAL MINDORO

Name of Personnel/Position	Purpose	Date of Travel	Destination/s	Charging of Funds
ALAN L. VALLE/ OIC-PENR Officer	Supervision of (2) CENROs (Socorro and Roxas)	January 3, 2023 to March 31, 2023	Within the province of Oriental Mindoro (as the need arises)	Top Level and PMS
	Attendance to meetings in different municipalities			
	Monitoring of on-going activities			
	Perform other functions as may be assigned by the RED			

PREPARED / SUBMITTED BY: ALAN L. VALLE
OIC-PENRO

ENDORSED BY: DONNA MAYOR-GORDOVE, CESO IV
ARD for Management Services

APPROVED BY:

LORMELYN E. CLAUDIO, CESO IV
Regional Executive Director



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