#### Civil Service Form No. 48

### 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 JUNE 2023

RECOR	MIMAROFA DS SECTION E V E V
JUL	1 0 2023

Date		AM PM		UNDERTIME			
		Start	End	Start	End	Hours	Minutes
1	Thu						
2	Fri		TRAVEL ORDER NO. 543				
3	Sat						
4	Sun		•				
5	Mon	TRAVEL ORDER NO. 544					
6	Tue						
7	Wed	7:45 AM	12:06PM	12:51 PM	17:40 PM		
8	Thu	7:31 AM	12:10 PM	12:56 PM	18:03 PM		
9	Fri	7:23 AM	12:07 PM	12:43 PM	17:30 PM		
10	Sat						
11	Sun						
12	Mon		HOI	LIDAY			
13	Tue	7:40 AM	12:11 PM	12:59 PM	17:45 PM		
14	Wed						
15	Thu	]	TRAVEL O	RDER NO. 5	91		
16	Fri						
17	Sat						
18	Sun						
19	Mon	7:38 AM	12:01 PM	12:51 PM	17:20 PM		
20	Tue						
21	Wed	TRAVEL ORDER NO. 605					
22	Thu		IKAVELO	KDEK NO. 0	03		
23	Fri						
24	Sat						
25	Sun						
26	Mon	7:36 AM	12:04 PM	12:49 PM	17:44 PM		
27	Tue	TRAVEL ORDER NO. 2023-715					
28	Wed						
29	Thu	TRAVEL ORDER NO. 2023- 716					
30	Fri					MARKON AND AND AND AND AND AND AND AND AND AN	
ГОТ	AL:	_hrs./min.	& C	).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 LAVALL

Verified as to the prescribed office hours

LORMELYN E. CLAUDIO, CESO IV

Regional Executive Director

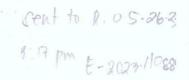


Assistant Regional Direction

for Management Services

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

**Provincial Environment and Natural Resources Office** Calapan City, Oriental Mindoro



## TRAVEL ORDER

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NAME: ALAN L. ' POSITION: OIC-PENR		VALLE	Salary:	
		Officer	Div./Sec./Unit:	Office of the PENRO
DEPARTURE	DATE:	May 30, 2023	Official Station: PE	NR Office
DESTINATION	N:	Baco, San Teodoro and Puerto Galera, Oriental Mindoro	Arrival Date : June	2, 2023
PURPOSE OF	TRAVEL:	To monitor oilspill situation in Puerto Galera, Sa	n Teodoro and Baco	/ To conduct site visit on Resort
		established within Timberland		
				200
				A 4-1 (
				* *
Per Diems/Expe	enses Allow	ed :	3	
Assistants or La	aborers Allo	wed:		
Appropriations	to which tra	avel should be charged :		
Remarks or spe	cial instruct	ions :		
Certifications				
	his is to co	ertify that the travel is necessary and is connec	cted with the funct	ions of the official/ employees of this
Div./Sec./Unit				
Recommending	Approval:	Approved by:		
	ath	mt	N	
DONNA	MAYOR-	GORDOVE, CESO IV	LORMELYN E. C	LAUDIO, CESO IV

AUTHORIZATION

Regional Executive Director

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.



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

Provincial Environment and Natural Resources Office Calapan City, Oriental Mindoro

### TRAVEL ORDER

NAME:

ALAN L. VALLE

POSITION:

**OIC-PENR Officer** 

**DEPARTURE DATE:** 

June 4, 2023

DESTINATION:

MIMAROPA Region

Salary:

Div./Sec./Unit:

Office of the PENRO

Official Station: PENR Office

Arrival Date: June 6, 2023

PURPOSE OF TRAVEL: To attend meeting with the Regional Executive Director regarding Oilspill and to submit documents

and to follow-up approval of Travel Order and DTR

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- GOADOVE, CESO IV

Assistant Regional Direction for Management Services

LÓRMELYN E. CLAUDIO, CESO IV

Regional Executive Director

AUTHORIZATION

I hereby authorize the Accountant to deduct the corresponding amount of the unliquidated cash advance from my 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.



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

TRAVELORDER

Salary:

JUN 14 2023

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ALAN L. VALLE

POSITION:

**OIC-PENR Officer** 

DEPARTURE DATE: DESTINATION:

June 14, 2023

MIMAROPA Region/ Manila

Div./Sec./Unit:

Office of the PENRO

Official Station: PENR Office

Arrival Date: June 16, 2023

PURPOSE OF TRAVEL: To coordinate with RED and ARDTS regarding issues and concrens in PENRO Oriental Mindoro

including oilspill and Blacksand mininf issues in Baco, Oriental Mindoro/ To submit report

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 Direction for Management Services

RMELYN E. CLAUDIO, CESO IV

Regional Executive Director

#### AUTHORIZATION

I hereby authorize the Accountant to deduct the corresponding amount of the unliquidated cash advance from my 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.



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

			TRAVEL OR	RDER
			No. 18 6 FIS	preg
NAME	ALAN L.	Approximately and the control of the		Salary
POSITION:	OIC-PENR	Officer	Contraction of Administration	Div/Sec/Unit: Office of the PENRO
DEPARTURE	DATE	June 20, 2023	The second and the second of t	Official Station, PENR Office
DESTINATIO	IN.	CENRO Socorro, CE Gloria and Bongabong	NRO Roxas, Calapan City 3, Oriental Mindoro	Arrival Date: June 232023
PURPOSE OF TRAVEL.		To conduct meeting w	ith CENROs and CENRO	Os personnel/ To monitor activities of the CENRO
		To attend meetings/ To attend clean-up and tree planting in celebration of Arbor Day		
				and the second s
			1	
Per Diems/Exp	senses Allow	ed		
Assistants or I		TO DO DE LE LES TRANSPORTATIONS EST ENVIRONMENTAL MANAGEMENT AND	keratarkan kapan dalam dan dan permenanan dan keratarkan dan dan dan dan dan dan dan dan dan d	consistence and the formula formula of the constitution of the con
		ivel should be charged		
Remarks or sp			and the same of the state of the same of t	
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Certifications	1			
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This is to certify that the travel is necessary and is connected with the functions of the official/ employees of th Div/Sec/Unit

Recommending Approva

Approved by

DONNA MAYOR- GORD

Assistant Regional Direction for Management Services

LORMELYN E. CLAUDIO, CESO IV Regional Executive Director

AUTHORIZATION

I hereby authorize the Accountant to deduct the corresponding amount of the unliquidated cash advance from n succeeding salary for my failure to station pursuant to Commission on Audit (COA) Circular No. 2012-004 dated November 25 2012 liquidate this travel within twenty (20) days upon return to my permanem official

Department of Environment and com-MIMAROPA Region Provincial Environment and Natural Resources Office Calapan City, Oriental Mindore TRAVELORDER 2023-715 ALAN L. VALLE Day See /Unit Office of the PENRO OIC-PENR Othser Official Station PENR Office hme 27, 2023 Arrival Date June 28, 2023. Gioria & Bonesbong, Oriental Mindons To conduct inspection of the alleged discovered traces of oilsplit in Gioria and Bongibong To conduct site visit of DENR Clone nursery area in Gloria and Arboretum area in Bongabons.

PUPPOSE OF TRAVEL

Assistants of Laborers Allowed Appropriations to which travel should be charged Remarks or special instructions.

NAME

DEPARTURE DATE

DESTINATION

This is to certify that the travel is necessary and is connected with the functions of the official employees of

Approved by

DONNA MAYOR GORDOVE, CESO IV

Assistant Regional Director for Management Services

LORMELYN E, CLAUDIO, CESO IV

Regional Executive Director

#### AUTHORIZATION

I hereby authorize the Accommuni to deduct the corresponding amount of the unfiquidated cash advance from succeeding surary for my failure to station pursuam to Cummission on Audit (COA) Circular No. 2012-004 dated November 2012 bigoidate this travel within twenty (20) days upon return to my pagrament official.



Department of Environment and National Resources MIMAROPA Region Provincial Environment and Natural Resources Office Calapan City, Oriental Mindons

# 1 R A \ 2023 - 716

ALAN L. VALLE

DEPARTURE DATE:

MIMAROPA Region

Salary

Di Sec Unit Office of the PENRO

Official Station, PENR Office.

Almost Date July 1, 2023.

To attend Technical Scoping of the River Restoration Project through Dredging activity chaof Alag and Longos River. To coordinate with the FD and ARDTS regarding issues on oil and apprehended conveyances stocks outside the compound of the PENRO

Assistants or Laborers Allowed

Aggregoriations 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/

Recommendant Approval

Approved by

DONNA MAYOR- GORDOVE, CESO IV

Assistant Regional Direction for Management Services

LORMELYN E, CLAUDIO, CESO IV

Regional Executive Director

AUTHORIZATION

t hereby authorize the Accountant to deduct the corresponding amount of the unbiquidated cash succeeding sulary for my fadure to station pursuant to Commission on Audit (COA) Circular No. 2012-004 d 2012 foundare this fraver within twenty (20) days upon return to my permanent official.

Othern Employee