

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

TRAVEL ORDER

725

NAME: POSITION:

ALAN L. VALLE

OIC-PENR Officer

DEPARTURE DATE:

July 16, 2023

DESTINATION:

MIMAROPA Region/ Manila

Salary: ____

Div./Sec./Unit: Office of the PENRO

Official Station: PENR Office

Arrival Date: July 22, 2023

PURPOSE OF TRAVEL: To coordinate with RED and ARDTS regarding conveyance requested for disposition/ latest update

on oilspill/ propose River Basin Management Plan and River Dredging Activity/ Submit documents and attend Management Conference and Turnover of the incoming and outgoing Regional Executive

Director

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 Directior 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 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.

ALANIL ALLE
Official Employee



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

Provincial Environment and Natural Resources Office

Calapan City, Oriental Mindoro

TRAVEL ORDER

NAME: ALAN L. VALLE
POSITION: OIC-PENR Officer

Div./Sec./U

DEPARTURE DATE: July 16, 2023

DESTINATION: MIMABORA R

DESTINATION: MIMAROPA Region/ Manila

Div./Sec./Unit: Office of the PENRO

Official Station: <u>PENR Office</u> Arrival Date: <u>July 22, 2023</u>

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Assistant Regional Directior for Management Services

LORMELYN E. CLAUDIO, CESO IV Regional Executive Director

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ALANK/VALLE Official Employee



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

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NAME:

ALAN L. VALLE

POSITION:

OIC-PENR Officer

DESTINATION:

DEPARTURE DATE:

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MIMAROPA Region/ Manila

Salary

Div./Sec./Unit: Office of the PENRO

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ALAN L. VALLE
Official Employee

ITINERARY OF TRAVEL

Department of Environment and Natural Resources Office-Provincial Office Agency

Name			

ALAN L. VALLE

Purpose of Travel

Please see attached travel order

	TI	ME		EXPE	NSES	
Places to be visited	Departure	Arrival	Means of Transpo.	Expenses	Per Diem	Total Amount
OS to Calapan City Pier Terminal Fee To Batangas City Pier To Residence	12:00 am	8:00 pm	RP Vehicle Boat	30.00 528.00	2,200.00	2,200.00 30.00 528.00
Residence to Regional Office	7:20 am	11:00 am	RP Vehicle		2,200.00	2,200.00
Still at Regional Office				_	2,200.00	2,200.00
Regional Office to the venue (Mancon)	7:40 am	8:25 am			440.00	440.00
Still at the venue (Mancon)					440.00	440.0
Still at the venue (Mancon)					440.00	440.0
Residence to Batangas City Pier Terminal Fee To Calapan City Pier To OS	1:00 pm	9:10 pm	RP Vehicle Boat	30.00 528.00	1,100.00	1,100.00 30.00 528.00
	OS to Calapan City Pier Terminal Fee To Batangas City Pier To Residence Residence to Regional Office Still at Regional Office Regional Office to the venue (Mancon) Still at the venue (Mancon) Still at the venue (Mancon) Residence to Batangas City Pier Terminal Fee To Calapan City Pier	Places to be visited Departure OS to Calapan City Pier Terminal Fee To Batangas City Pier To Residence Residence to Regional Office Regional Office to the venue (Mancon) Still at the venue (Mancon) Still at the venue (Mancon) Residence to Batangas City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee	OS to Calapan City Pier Terminal Fee To Batangas City Pier To Residence Residence to Regional Office Regional Office to the venue (Mancon) Still at the venue (Mancon) Still at the venue (Mancon) Residence to Batangas City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier	Places to be visited Departure Arrival Means of Transpo. OS to Calapan City Pier Terminal Fee To Batangas City Pier To Residence Residence to Regional Office Still at Regional Office to the venue (Mancon) Still at the venue (Mancon) Still at the venue (Mancon) Residence to Batangas City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Boat RP Vehicle Report Arrival Means of Transpo. RP Vehicle Boat RP Vehicle Report Arrival Means of Transpo. RP Vehicle Boat	Places to be visited Departure Arrival Means of Transpo. Expenses OS to Calapan City Pier Terminal Fee To Batangas City Pier To Residence Residence to Regional Office Still at Regional Office to the venue (Mancon) Still at the venue (Mancon) Still at the venue (Mancon) Residence to Batangas City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier Terminal Fee To Calapan City Pier	Places to be visited Departure Arrival Means of Transpo. Expenses Per Diem OS to Calapan City Pier Terminal Fee To Batangas City Pier To Residence to Regional Office Residence to the venue (Mancon) Still at the venue (Mancon) Residence to Batangas City Pier To Calapan City Pier 12:00 am 8:00 pm RP Vehicle 30:00 Boat 8:00 pm RP Vehicle 2,200:00 440:00 440:00 Residence to Batangas City Pier Terminal Fee To Calapan City Pier 1:00 pm RP Vehicle 30:00 To Paritire Arrival RP Vehicle Standard RP Vehicle

I certify that: (1) I have reviewed the foregoing itenerary, (2) the travel is necessary to the service, (3) the period covered is reasonable and (4) the expenses claimed are proper.

Prepared by:

ALAN LEVALLE

1,116.00

9,020.00

10,136.00

OIC-PENRO

LORMELYN E. CLAUDIO, CESO IV
Regional Executive Director

ITINERARY OF TRAVEL

Department of Environment and Natural Resources Office-Provincial Office Agency

Nam	ne	

Purpose of Travel

ALAN L. VALLE
Please see attached travel order

No.	 	 	

		TIME			EXPENSES			
Date	Places to be visited	Departure	Arrival	Means of Transpo.	Expenses	Per Diem	Total Amount	
July 16	OS to Calapan City Pier Terminal Fee To Batangas City Pier To Residence	12:00 am	8:00 pm	RP Vehicle Boat	30.00 528.00	2,200.00	2,200.00 30.00 528.00	
July 17	Residence to Regional Office	7:20 am	11:00 am	RP Vehicle		2,200.00	2,200.00	
July 18	Still at Regional Office					2,200.00	2,200.00	
July 19	Regional Office to the venue (Mancon)	7:40 am	8:25 am			440.00	440.00	
July 20	Still at the venue (Mancon)					440.00	440.00	
July 21	Still at the venue (Mancon)					440.00	440.00	
July 22	Residence to Batangas City Pier Terminal Fee	1:00 pm		RP Vehicle	30.00	1,100.00	1,100.00 30.00	
	To Calapan City Pier To OS		9:10 pm	Boat	528.00		528.00	
	certify that: (1) I have reviewed the forego	l vina		Dranged by	1,116.00	9,020.00	10,136.00	
enerary, (2)	the travel is necessary to the service, (3)) the		Prepared by:	21 2	1)		

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ALANTALLE

OIC-PENRO

LORMELYN E. CLAUDIO, CESO IV Regional Executive Director

ITINERARY OF TRAVEL

Department of Environment and Natural Resources Office-Provincial Office Agency

Name		

: ALAN L. VALLE
: Please see attached travel order

		TI	ME	EXPENSES				
Date	Places to be visited	Departure	Arrival	Means of Transpo.	Expenses	Per Diem	Total Amount	
July 16	OS to Calapan City Pier Terminal Fee To Batangas City Pier To Residence	12:00 am	8:00 pm	RP Vehicle Boat	30.00 528.00	2,200.00	2,200.0 30.0 528.0	
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				 	1,116.00	9,020.00	10,136.0	
nerary, (2	certify that: (1) I have reviewed the forego) the travel is necessary to the service, (3) ed is reasonable and (4) the expenses claim) the		Prepared by:	ALANI.	1		

LORMELYN E. CLAUDIO, CESO IV Regional Executive Director

No. _____

CERTIFICATE OF TRAVEL COMPLETED

(Agency He	ead)		
Regional Exe (Designation	ecutive Director on)	MIMAROPA Regio (Station)	<u>n</u>
I CERTIFY THAT I h under conditions indic	nave completed as travel authorized in cated below:	n Itinerary Travel No	dated
	Strictly in accordance with approved	litinerary	
	Cut short as explained below. Exce was refunded under O.R. No		P
	Extended as explained below. Addi	tional itinerary was submitted	1.
	Other deviations as explained below	/	
Explanation of Justific	eation:		
Evidence of Travel:			
	Used tickets		
	Certificate of Appearance	е	
	Others Travel Order		
		ALAN LAVALLE cer or Employee	_
On evidence and info	rmation of which I have acknowledge	ed, the travel was normally ur	ndertaken.
	the first colored was a second of the colored to th	nal Executive Director	-

CERTIFICATE OF TRAVEL COMPLETED

	elyn E. Claudio, CESO IV ncy Head)		
Region	nal Executive Director	MIMAROPA Regi	<u>on</u>
(Des	ignation)	(Station)	
	HAT I have completed as travel authorize s indicated below:	d in Itinerary Travel No	dated
	Strictly in accordance with approv	ed itinerary	
	Cut short as explained below. Ex was refunded under O.R. No.	cess payment in the amount c	of P
	Extended as explained below. Ac	lditional itinerary was submitte	ed.
	Other deviations as explained bel	ow ,	
Explanation of	Justification:		
Evidence of Tra	avel:		
	Used tickets		
	Certificate of Appeara	nce	
	Others Travel Order		
	Respectfully	ALANTALLE fficer or Employee	_
On evidence ar	nd information of which I have acknowled	ged, the travel was normally u	indertaken.
	Regi	onal Executive Director	

CERTIFICATE OF TRAVEL COMPLETED

	<u>yn E. Claudio, CESO IV</u> cy Head)		
Regional Executive Director		MIMAROPA Reg	gion
(Designation)		(Station)
I CERTIFY THA under conditions	T I have completed as travel authori indicated below:	zed in Itinerary Travel No	dated
	Strictly in accordance with approved itinerary		
	Cut short as explained below. Excess payment in the amount of P was refunded under O.R. No dated		
	Extended as explained below.	Additional itinerary was submit	ted.
	Other deviations as explained t	pelow	
Explanation of Ju	stification:		
Evidence of Trav	el:		
	Used tickets		
	Certificate of Appea	arance	
	Others Travel Order		
	Respectfo	ALAN LIVALLE Officer or Employee	
On evidence and	I information of which I have acknowl	edged, the travel was normally	undertaken.
	LORM	IELYN E. CLAUDIO, CESO IV	and the same of th
	R	egional Executive Director	