

	Republic of the Philippines Department of Health <b>BAGUIO GENERAL HOSPITAL AND MEDICAL CENTER</b> Baguio City	
	<b>HOSPITAL PERSONNEL ORDER</b>	
	Form No.:	HS-AO-003A
	Revision No.:	Ø
	Effectivity Date:	February 01, 2016

**HOSPITAL PERSONNEL ORDER**  
**NO. 2019-1054**

CEASAR N. DAMASCO  
 10-22-19

**FROM :**  **RICARDO B. RUNEZ JR., MD., FPCS, MHA, CESE**  
**Medical Center Chief II** 

**SUBJECT :** Authority to Travel

**DATE :** **October 21, 2019**

**MR. JAKE B. TAMAYO**, Administrative Aide VI of this hospital, is hereby authorized to travel on official business using the Toyota Fortuner to conduct the above official who will be attending the DOH National Post Graduate Medical Education Conference on October 24, 2019 at the Swiss-Belhotel Blulane, Binondo, Metro Manila per DPO No.2019-4325.

Under this order, they are entitled to collect allowable expenses subject to the usual accounting and auditing rules and regulations.

Certificate of appearance shall be attached to the DTR to be submitted to the HRMO in compliance to Hosp. Memo No. 2016-0095 dated September 8, 2016.