

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

**HOSPITAL PERSONNEL ORDER
NO. 2019-1074**

CEASAR N. DAMASCO
 10-28-19
 10:10

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

SUBJECT : **AUTHORITY TO TRAVEL**

DATE : **October 25, 2019**

MR. CLYTON T. LINMAYOG, Administrative Aide VI of this hospital is hereby authorized to travel on **official business** in Manila using the Toyota Hi Ace Commuter Van to conduct on **November 5, 2019, 1:00 PM** and fetch on **November 9, 2019, 2:00 AM** the following personnel at the Manila Prince Hotel, Manila.

- Mr. Joselito M. Datud - Nurse VII
- Mr. Randy S. Occidental - Nurse VI
- Mr. Helen Grace B. Feliciano - Nurse II
- Ms. Amefil O. Imson - Nurse II
- Ms. Marie Betie S. Urgel - Nurse II

This is in reference to DOH-Department Personnel Order No. 2019-3896 dated August 13, 2019 from the Office of the Secretary.

Under this order, the above mentioned personnel are entitled to collect per diem and other allowable expenses subject to the usual accounting and auditing rules and regulations.

A written narrative report and certificates of participation shall be submitted to PETRO and certificates of attendance shall be attached to their DTRs to be submitted to the HRMO in compliance to Hosp. Memo No. 2016-0095 dated September 8, 2016.