



MinDA Records <records@minda.gov.ph>

Fwd: Travel Order for control number

1 message

Oliver Legaspi <oliver.legaspi@minda.gov.ph>

Tue, Jul 6, 2021 at 11:34 AM

To: MinDA Records <records@minda.gov.ph>, Maria Cristina Camagong <kit.camagong@minda.gov.ph>

Cc: Kathleen Bahinting <kathleen.bahinting@minda.gov.ph>, Lea Fuentes <lea.fuentes@minda.gov.ph>

Good morning Ma'am Kit and Records Team

Request for Document Tracking and SMP's Approval

thank you

OLIVER LEGASPI

Technical Staff

Policy, Planning and Project Development Office

----- Forwarded message -----

From: **Jeza Mie B. Esteva** <jezamia.esteva@minda.gov.ph>

Date: Tue, Jul 6, 2021 at 11:23 AM

Subject: Re: Travel Order for control number

To: Oliver Legaspi <oliver.legaspi@minda.gov.ph>

Hello Sir,

Kindly see attached file,

Thank you.

Best Regards,***MINDA-202103762*****Jeza Mie B. Esteva | Administrative Assistant**
| Human Resource Management Development Unit**Old Airport Bldg., Old Airport Road,**
Km. 9, Sasa, Davao City 8000 Philippineswww.minda.gov.ph

Telefax No.: (082) 221-7060/(082) 221-6929

Email address: jezamia.esteva@minda.gov.ph

On Mon, Jul 5, 2021 at 12:40 PM Oliver Legaspi <oliver.legaspi@minda.gov.ph> wrote:

Good afternoon HR and the Team

We would like to follow up this request

Thank you

----- Forwarded message -----

From: **Oliver Legaspi** <oliver.legaspi@minda.gov.ph>

Date: Fri, Jul 2, 2021, 8:31 PM

Subject: Re: Travel Order for control number

To: HR Request <requesthr@minda.gov.ph>

Cc: Honey Jade Alonto <honeyjade.alonto@minda.gov.ph>, Cecilia Trino <cecil.trino@minda.gov.ph>, Jeza Mie B. Esteva <jezamia.esteva@minda.gov.ph>, Rexelle Decolongon <rexelle.decolongon@minda.gov.ph>, Airyz Vine Demotica <airyz.demotica@minda.gov.ph>

Good evening HR and the Team

Please see attached revised Travel order

thank you

OLIVER LEGASPI

Technical Staff

Policy, Planning and Project Development Office

On Fri, Jul 2, 2021 at 2:18 PM HR Request <requesthr@minda.gov.ph> wrote:

Noted with thanks.

On Fri, Jul 2, 2021 at 1:01 PM Oliver Legaspi <oliver.legaspi@minda.gov.ph> wrote:

Please disregard this email..i have an update and revision of the document thank you

On Fri, Jul 2, 2021, 11:27 AM Oliver Legaspi <oliver.legaspi@minda.gov.ph> wrote:

Good morning HR,

Requesting for a control number

please see attached TO

thank you

OLIVER LEGASPI

Technical Staff

Policy, Planning and Project Development Office

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