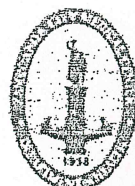


Republic of the Philippines  
Department of Health  
**ZAMBOANGA CITY MEDICAL CENTER**  
Dr. Evangelista St., Sta Catalina, Zamboanga City, 7000



June 20, 2024

**ZCMC PERSONNEL ORDER**  
No. 2024 - 572

**SUBJECT :** Authority of Select Hospital Personnel to Attend the 2024 Regional Convention of Human Resource Management Practitioners (HRMPs) on July 23 to 25, 2024, in Pagadian City, Zamboanga del Sur, on Official Business (Exclusive of Travel Dates)

The Civil Service Commission Regional Office IX will be conducting the **2024 Regional Convention of Human Resource Management Practitioners (HRMPs)**. With this year's theme "Upskilling for the Future: Building Digitally Fluent HRMPs", this 16 - hours leadership and management training aim to provide an avenue for the exchange and development of expertise in the areas of human resource management, provide an opportunity to enhance the leadership competencies of HRMPs as they lead and manage a digitally exposed multigenerational workforce of today.


Relative thereto, authority is hereby granted to select hospital personnel under the Human Resource Management Office to attend the aforesaid convention **on July 23 to 25, 2024, in Pagadian City, Zamboanga del Sur, on Official Business (Exclusive of Travel Dates), viz:**

- |                                |                             |
|--------------------------------|-----------------------------|
| 1. MS. LENNY R. PIOQUINTO      | Administrative Officer II   |
| 2. MS. INA MARIEL A. PANTALEON | Administrative Assistant II |
| 3. MR. ALAIN CARL D. ARABES    | Nursing Attendant II        |
| 4. MR. JOVIC P. MATURAN        | Nursing Attendant II        |

Under this Order, the above-named personnel are entitled to claim **registration fee of ₱6,000 (Six Thousand pesos only) each or per participant, and travel expenses** inclusive of the following: transportation expense (air/bus/boat/taxi fares, etc.), and travel allowance or per diems one day before and one day after, including incidental expenses from July 23 to 25, 2024 and extended accommodation on July 25, 2024, chargeable against the hospital funds subject, however, to its usual budgeting, accounting, and auditing rules and regulations in accordance with the guidelines stipulated in Presidential Executive Order No. 77 and DOH Department Order No. 2019 - 0225 and its amendments, and DBM NBC No. 563. The registration fee is inclusive of meals and accommodation during the convention (3 days and 2 nights).

Likewise, the same personnel shall liquidate their travel expenses within **5 - 7 days** (for Cash Advance) upon their return, with the complete documentary requirements attached as part of the evidence of their travel to the Accounting Section. A Certificate of Appearance or Training Completion shall be attached to their Daily Time Record (DTR) prior to its submission to HRMO for documentation purposes.

For the information and guidance of all concerned.

  
**AFBAL B. KUNTING, MD, MPH, FPCP**  
Medical Center Chief II  
llba

Copy furnished:  
HRMO  
Accounting Section  
File

Chief Administrative Office

  
**MARGARITA B. ANUNCIACION**

  
**INA MARIEL A. PANTALEON**  
CPHPU

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