



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



July 02, 2024

ZCMC PERSONNEL ORDER

No. 2024 - 617

SUBJECT : Authority of Select Hospital Personnel to Attend the Data Visualization, Storytelling and Infographics In-depth Training Workshop on July 15 to 19, 2024 at Brokenshire Hotel Resort and Convention Center in *Poblacion* District, *Davao* City on Official Business (Exclusive of Travel Dates)

STRAT One Business Management Consultancy Firm will conduct a face - to - face workshop in **Data Visualization, Storytelling, and Infographics In - Depth Training Workshop**. Data Visualization is crucial for researchers and academicians to communicate and create a movement towards research findings and proposals.

In view hereof, authority is hereby granted to select hospital personnel to attend the aforesaid training workshop **on July 15 to 19, 2024** at Brokenshire Hotel Resort and Convention Center in *Poblacion* District, *Davao* City, **on Official Business (Exclusive of Travel Dates)**, viz:

1. **DR. MARY GERMEYN D. PUNZALAN**
Medical Officer IV, Research Unit
2. **DR. JAIME KRISTOFFER T. PUNZALAN**
Medical Officer IV, IISU

Under this Order, the above-named personnel are entitled to claim the following: **registration fee of ₱9,500.00 (Nine Thousand Five Hundred pesos) only each or per participant, transportation expenses (airfare, taxi, bus, boat fares, etc.), and daily travel allowance or per diems** chargeable against the **hospital's research 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 amendment, and DBM NBC No. 563.

Likewise, they are directed to 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.


AFDAL B. KUNTING, MD, MPH, FPCP
Medical Center Chief II
jjba

Copy furnished:
Research Unit
Budget Section
HRMO
File

IISU
Accounting Section