Republic of the Philippines
DEPARTMENT OF AGRICULTURE
NATIONAL MEAT INSPECTION SERVICE

Form No. NMIS-AD-HRM-F-001
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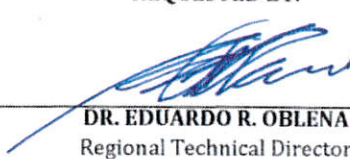
AUTHORITY TO TRAVEL

Date of Request: __May 10, 2022__

Control No. 2022 - 05 - 1435   4:58 pm
Date Received by HRM Section: __05-10-2022__

NAME OF OFFICER/EMPLOYEE:	POSITION:
PHILIPPE P. SULIT	DRIVER

OFFICE/STATION:	DESTINATION:	PERIOD OF TRAVEL:
NMIS RTOC IVA LIPA CITY	NMIS CENTRAL OFFICE	From: May 11, 2022 AND: May 11, 2022

PURPOSE/S OF TRAVEL:	PLEASE CHECK:
To get laboratory equipments in NMIS CO.	☐ Official Travel ☐ Official Time Only _____ ☐ Others

REQUESTED BY:

DR. EDUARDO R. OBLENA
Regional Technical Director

TRAVEL DETAILS:
Air ☐   Sea ☐   Land ☐
Date of Departu _____   Time: _____
Destination: _____
Date of Return: _____   Time: _____
Destination: _____

REVIEWED BY:

Documentary Requirements Attached:
☐ Memorandum   ☐ Notice of Meeting
☐ Program of Activities
☐ Itinerary of Travel
☐ Letter of Invitation
☐ Others:

Within Agency's mandate & programs:
☐ Yes
☐ No

DR. EASTER E. OBLENA
Chief, PMD

5/10
Date

FUNDS AVAILABLE

Previous Travel Liquidated:
☐ Yes
☐ No

Funds Available:
☐ Yes
☐ No

ALYZA JANE V. CARBUNGCO
~~MR. JIMMY E. GAMIL~~
Head, Finance Division
~~Accountant III~~

5/10
Date

☐ APPROVED   ☐ DISAPPROVED   ☐ ON HOLD

JOCELYN A. SALVADOR, DVM, MPM
OIC, Executive Director
Agency Head

5/12/22
Date

TICKET PURCHASE REQUEST
(to be filled out by Admin/HRM Section)

For Online Booking:	Approved for Purchase:	Booking Reference:
Name of Airline: _____ Other Details: _____ Remarks: _____		

DIANA ROSE V. RIVERA - HRM