



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF INFORMATION AND
COMMUNICATION TECHNOLOGY

LOCAL TRAVEL ORDER NO: 123

Series of 2023

DATE: 2023-03-31

CTRL No: 31312

Authority to travel is hereby granted to:

NAME/ POSITION/ DIVISION

test
testt
taadsada
we23131
ewqeqwewqe

Destination

test

Purpose of Travel

test

Inclusive Date of Travel

2023-03-31

End Date of Travel

2023-03-31

Daily Travel Expenses (DTE) to be incurred:

- ☒ **Actual**
test
- ☒ **Per Diem**
- ☐ **Transportation**
test, testt
- ☐ **Others**

Appropriation/ Fund to which travel expenses would be charged to:

- ☒ **General Fund**
test
- ☐ **Project Funds**
- ☐ **Others**

Remarks/ Special Instructions:

A report of your travel must be submitted to the Agency Head/ Supervising Official within 7days from completion of travel. Liquidation of cash should be in accordance with Executive Order No. 77: Rules and Regulation and New Rates of Allowances for Official Local and Foreign Travels of Government Personnel.

RECOMMENDING APPROVAL:

APPROVED:

NAME

Head, Technical Operations Division

NAME

Regional Director

DICT Regional IV-A and IV-B
DICT Telecom Road, Capitol Site, Kumintang Ibaba, Batangas City 4200
Telephone Number: (043) 773 0275