

DSWD CARAGA
Capitol Site, Butuan City
Tel. No. (085) 3425619 local 238
DRMD RRP CFW Appendix 45

ITINERARY OF TRAVEL

Entity Name : DSWD

Funs Cluster : DRMD-CCAM

Name: LEO TRISTAN S. BAGCAT *16 # 16-08055*
Position : PDO-II
Official Station : Patin-ay, Agusan del Sur

MOT

4-5-24
Time:
By:
No.: 16-08055

| Date | Places to be visited <u>(Destination)</u> | TIME | | Means of Transportation | Transpor- station | Per Diem | Others incidental | Total Amount |
|-----------|--|-----------|----------|----------------------------|----------------------|-------------|----------------------|--------------|
| | | Departure | Arrival | | | | | |
| 3/7/2024 | OS - Trento | 5:30 AM | 8:30 AM | RP | - | 750.00 | | 750.00 |
| | Trento - OS | 5:10 AM | 8:10 AM | RP | - | | | - |
| 3/20/2024 | OS - Trento | 5:30 AM | 8:30 AM | RP | - | 750.00 | | 750.00 |
| | Trento - OS | 5:10 AM | 8:10 AM | RP | - | | | - |
| 3/22/2024 | OS - Butuan City | 3:50 AM | 5:40 AM | Van | 170 | | | 170.00 |
| | Butuan City - CSU,Ampayon | 5:40 AM | 6:00 AM | Multicab | 20 | | | 20.00 |
| | CSU, Ampayon - Butuan City | 8:00 PM | 8:20 PM | Multicab | 20 | | | 20.00 |
| 3/23/2024 | Still in the area | | | - | - | 1,500.00 | | 1,500.00 |
| | Butuan City - CSU,Ampayon | 5:45 AM | 6:05 AM | Multicab | 20 | | | 20.00 |
| | CSU, Ampayon - Butuan City | 8:05 PM | 8:25 PM | Multicab | 20 | | | 20.00 |
| | Butuan City - OS | 8:25 PM | 10:25 PM | Van | 170 | | | 170.00 |
| 3/27/2024 | OS - Butuan City | 6:00 AM | 8:10 AM | Van | 170 | 750.00 | | 920.00 |
| | Butuan City - OS | 1:00 PM | 3:15 PM | Van | 170 | | | 170.00 |
| | | | | | | 760.00 | 3,750.00 | - 4,510.00 |

I certify that : (1) I have reviewed the foregoing itinerary,
(2) the travel is necessary to the service,
(3) the period covered is reasonable and
(4) the expenses claimed are proper.

Recommending for Approval:

ALDIE MAE A. ANDOY
Signature over Printed Name
OIC-Chief, DRMD/SWO II

gm

Prepared by :

Boycut
LEO TRISTAN S. BAGCAT
Project Development Officer II

Approved by:

JEAN PAUL S. PARAJES, RSW, MSSW
Signature Over Printed Name
OIC - ARDO/Chief Promotive Service Devision

CERTIFICATION OF TRAVEL COMPLETED**Entity Name: DSWD****Fund Cluster: CCAM**MARI-FLOR A. DOLLAGA

Director in-Charge

Patin-ay, Agusan del Sur

Station

I HEREBY CERTIFY THAT I have completed the travel as authorized in the Travel Order/Itinerary of Travel No. _____ dated _____ under conditions indicated below:

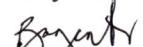
- / Strictly in accordance with the approved itinerary.
- / Cut short as explained below. Excess payment in the amount of P_____ was refunded under O. R. No. _____ dated _____
- / Extended as explained below, additional itinerary was submitted
- / Other deviation as explained below.

Explanation or justifications:

Evidence of travel:

**CERTIFICATE OF APPEARANCE
TRAVEL ORDER**

Respectfully submitted:



LEO TRISTAN S. BAGCAT
Name of Employee

On evidence and information of which I have the knowledge, the travel was actually undertaken.

Approved:

ALDIE MAE A. ANDOY
OIC-Chief, DRMD/SWO II



JEAN PAUL S. PARAJES, RSW, MSSW
Promotive Services Division Chief / OIC - ARDU

Annex A

**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
CERTIFICATION OF EXPENSES NOT REQUIRING RECEIPTS**

Pursuant to COA circular No. 2017-001 dated June 19, 2017

16-08055

I certify that the above expenses are incurred as they are necessary for the above cited purpose, that above goods and services were acquired from parties not issuing receipts. And that I am fully aware that wilful falsification of statement is punishable by law.

| | | |
|-------------|---|---|
| | Certified Correct: | Noted by: |
| Signature |  | |
| Pinted Name | LEO TRISTAN S. BAGCAT Employee | ALDIE MAE A. ANDOY DRMD Division Chief |
| | Date | Date |

9m



Republic of the Philippines
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Caraga Region

FUND SUMMARY

FOR TRAVEL WITHIN AND OUTSIDE THE OFFICIAL STATION

For the Month of March, 2024

ANNEX XIII-C

I hereby certify that 1. the forgoing statements is/are true and correct as reflected in the itinerary of travel and supported by certificate of appearance duly signed by the local executives, Brgy. chairperson, head of office or authorized representative and its equivalents during travel 2. the fund of the activity is allocated to the programs stated above and it apportioned for this fund cluster only.

Prepared by:

Noted by:

Boycat
LEO TRISTAN S. BAGCAT
Name Of Employee

ALDIE MAE A. ANDERSON
OLC-Chief, Drmp

Jmt

ANNEX A

-for Job Order (JO)/ Cost of Service (COS)

CERTIFICATION

(As Required by COA Resolution No. 2021-044 dated December 28, 2021)

Name: LEO TRISTAN S. BAGCAT

Position and Designation: PDO-11, ADS FOCAL

Date and Places of Travel: MARCH 7 - 27, 2021

000805

Purpose of travel: CONDUCTED THE PAYOUT, ASSISTED DISTRIBUTION OF FRPPS FOR
PAGONG PIUPINAS SERBISYO FAIR AND ATTEND RPP-CFTW MEETINGS

This is to certify that the official purpose of travel undertaken by the JO/COS personnel stated above is/are cannot be performed by/or assigned to any other regular/permanent official and/or employee and the tasks/activities are necessary to fulfill the obligation as contained in his/her contract of service.

ALDIE MAY A. ANDOY SAWO IV

OIC-Chief, DRMP

gml



Republic of the Philippines
Province of Agusan del Sur
Municipality of Trento



MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICE

CERTIFICATE OF APPEARANCE

TO WHOM IT MAY CONCERN:

This is to certify that the official/employee name below was in this office/are on the date/s and for the purpose/s here under stated:

| | |
|------------------|------------------------------|
| Name: | <u>LEO TRISTAN S. BAGCAY</u> |
| Designation: | <u>PDO-II ADS FORM</u> |
| Office/Agency: | <u>DSWD</u> |
| Inclusive Dates: | <u>MARCH 7, 2024</u> |
| Purposes: | <u>CONDUCTED ECT PAYOUT</u> |

This travel, having been made for the good and public service, is hereby considered as an official business.


HARVEY R. MANTO, RSW
MSWDO



Republic of the Philippines
Province of Agusan del Sur
Municipality of Trento



MUNICIPAL SOCIAL WELFARE AND DEVELOPMENT OFFICE

CERTIFICATE OF APPEARANCE

TO WHOM IT MAY CONCERN:

This is to certify that the official/employee name below was in this office/are on the date/s and for the purpose/s here under stated:

| | |
|------------------|------------------------------|
| Name: | LEO TRISTAN S. BAGCAT |
| Designation: | PDO-II ADS FOCAL |
| Office/Agency: | BSSWD |
| Inclusive Dates: | MAR 14 2024 |
| Purposes: | CONDUCTED ECT SPECIAL PAYOUT |

This travel, having been made for the good and public service, is hereby considered as an official business.


HARVEY R. MANTO, RSW
MSWDO



Republic of the Philippines
Department of Social Welfare and Development
Caraga Regional Field Office
Capitol Site, Butuan City

CERTIFICATE OF APPEARANCE

To Whom it May Concern:

This is to certify that the subject person whose name is indicated below appeared in this office:

| | |
|---------------|---|
| NAME | : <u>LEO TRISTAN S. BAGCAT</u> |
| DESIGNATION | : <u>POD - II ADS TOWER</u> |
| Station | : <u>PATIN - AY , ADS</u> |
| DATE APPEARED | : <u>MARCH 22 - 23 , 2024</u> |
| PURPOSE | : <u>CONDUCT DISTRIBUTION OF FFPs FOR BAGONG PILIPINAS SOB FAIR</u> |

Issued this 23RD day of MARCH, 2024 at DSWD Caraga Field Office,
Capitol Capitol Site, Butuan City.

Alicia T. Marquiso
ALICIA T. MARQUISO
DRRS Head/SWO II



Republic of the Philippines
Department of Social Welfare and Development
Caraga Region Field Office
Capitol Site, Butuan City

CERTIFICATE OF APPEARANCE

To Whom it May Concern:

This is to certify that the subject person whose name is indicated below appeared in this office:

| | |
|---------------|-------------------------------------|
| NAME | : <u>LEO TRISTAN S. BAGCAY</u> |
| DESIGNATION | : <u>POO-11 ADS FORAL</u> |
| STATION | : <u>PATIN-AY (ADS)</u> |
| DATE APPEARED | : <u>MARCH 27, 2021</u> |
| PURPOSE | : <u>ATTENDED RPPPCPWT MEETINGS</u> |

Issued this 27TH day of MARCH, 2021 at DSWD Caraga Field Office,
Capitol Site, Butuan City.

MARI-FLOR A. DULLAGA-LIBANG
Regional Director

For the Regional Director

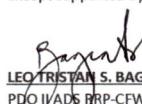
ALDIE MAE A. ANDOY
OIC-DRMD Chief

MONTHLY WORK AND TRAVEL PLAN
 March 1-31, 2024

ANNEX XIII-B

| DATE | ACTIVITIES AND TRAVELS | TRAVEL CHANGES (Justification) | TRAVEL CHANGES APPROVED |
|------------|--|---|-------------------------|
| 01/03/2024 | Prosperidad: Facilitate the completion of 2024 project proposal signatories | | |
| 02/03/2024 | Saturday | | |
| 03/03/2024 | Sunday | | |
| 04/03/2024 | DSWD F.O. Caraga: Prepare and submit DTR and accomplishment report/ Assist the preparation of DRMD booth for 2024 NWMC kick off activity | | |
| 05/03/2024 | DSWD F.O. Caraga: Prepare and submit monthly workplan for March and response to counseling/negotiation form | | |
| 06/03/2024 | Prosperidad: Dialogue with USAD head / Follow up the formal letter of ADS Province to Central Office for the consideration of the Project LAWA activity | | |
| 07/03/2024 | Prosperidad: Follow up the formal letter of ADS Province to Central Office for the consideration of the Project LAWA activity | Trento: Assisted Emergency Cash Transfer payout at Poblacion, Trento, ADS | |
| 08/03/2024 | Prosperidad: Follow up the formal letter of ADS Province to Central Office for the consideration of the Project LAWA activity | Bunawan: Assisted Emergency Cash Transfer payout at Brgy. MambaliliBunawan, ADS | gm |
| 09/03/2024 | Saturday | | |
| 10/03/2024 | Sunday | | |
| 11/03/2024 | Assist the finalization of project proposal | F.O. Caraga: Arranged, sorted and liquidated ECT payout documents of Bunawan | |
| 12/03/2024 | Submit 2024 ADS project proposal to F.O. Caraga | F.O. Caraga: Arranged, sorted and liquidated ECT payout documents of Trento | |
| 13/03/2024 | Coordinate with PTWG for the Site validation schedule | HFG, Bonbon, ADN: Assisted the recovery of 2021 General Intake Sheets documents | |
| 14/03/2024 | Endorsement of MOA template to PTWG focal for facilitation | HFG, Bonbon, ADN: Assisted the recovery of 2021 General Intake Sheets documents | |
| 15/03/2024 | DSWD FO Caraga: Prepare and submit DTR, Accomplishment report and other reportorials | HFG, Bonbon, ADN: Assisted the recovery of 2021 General Intake Sheets documents/F.O. Caraga: prepared DTR and accomplishment report | |
| 16/03/2024 | Saturday | | |
| 17/03/2024 | Sunday | | |
| 18/03/2024 | Conduct site validation at Brgy. Sabud, Loreto, ADS | F.O. Caraga: Followed up USAD for the ADS reconsideration letter for RRP-CFWT project implementation, reviewed and prepared RRP-CFTW documents | |
| 19/03/2024 | Conduct site validation at Brgy. Zamora and Sitio Noreca, Brgy. Del Monte, Talacogon, ADS | F.O. Caraga: Dialogued with ADS PTWG Focal through call, reviewed and prepared RRP-CFTW documents | |
| 20/03/2024 | Conduct site validation at Brgy. Mahapag and Brgy. Wegguam, San Luis, ADS | Trento: Assisted Emergency Cash Transfer payout at Poblacion, Trento, ADS | gm |
| 21/03/2024 | Conduct site validation at Brgy. Bakingking and Brgy. Valentina Esperanza, ADS | F.O. Caraga: Assisted the preparation for the distribution of Family Food Packs for the Bagong Pilipinas Serbisyo Fair | |
| 22/03/2024 | Conduct site validation at Brgy. Kioya, Sibagcat, ADS | Caraga State University: Assisted the distribution of Family Food Packs for the Bagong Pilipinas Serbisyo Fair | |
| 23/03/2024 | Saturday | Caraga State University: Assisted the distribution of Family Food Packs for the Bagong Pilipinas Serbisyo Fair | gm |
| 24/03/2024 | Sunday | | |
| 25/03/2024 | Prosperidad: Prepare feedback reports for site validation | F.O. Caraga: Arranged and sorted GIS forms from the Bagong Pilipinas Serbisyo Fair | |
| 26/03/2024 | Prosperidad: Finalize project proposal, break down of allocation and MER | F.O. Caraga: Arranged and sorted GIS forms from the Bagong Pilipinas Serbisyo Fair | |
| 27/03/2024 | DSWD FO Caraga: Prepare and submit DTR, Accomplishment report, TEV and other reportorials | F.O. Caraga: Attended RRP-CFWT quarterly meeting | gm |
| 28/03/2024 | Holiday | | |
| 29/03/2024 | Holiday | | |
| 30/03/2024 | Saturday | | |
| 31/03/2024 | Sunday | | |

I hereby certify that 1. the forgoing work and travel schedule are true and correct, 2. the changes in travel is with consent and approved by the immediate supervisor, 3. Any changes of schedule without approval in the column opposite from the date is deemed invalid 4. that I will waive my rights for any disallowances for claims of travel which is/are not included in this plan except supported by Travel Order, Office Order or Regional Special Order (RSO).


 LEO TRISTAN S. BAGCAT
 PDO IV/ADS RRP-CFWT Focal


 ALICIA T. MARQUISO
 Immediate Supervisor
 IDNRS Head

TRAVEL ORDER

No. TO-2024-03-7116

Series of 2024

 Subject: AUTHORITY

 March 08, 2024
 09:47AM

This is to authorize the travel of the following DSWD FO Caraga Staff/s whose name is written below with the purpose of travel, places and dates indicated opposite their names, to wit:

| Names - Position/Area of Assignment RISN, FN M. III | Place/s of Visit | Duration of Travel | Purpose | Expected Output | Means of Transportation 1 PUV Vice-Versa 2 RP Vice-Versa 3 RP-one-way PUV one-way 4 Hired Van | Claims 1 without per diem 2 with per diem 3 Official Time Only 4 Compensatory Day off |
|---|------------------|--------------------|--------------------|-----------------|---|---|
| 1. Jayric L. Pallado - SWO II / Field Office Caraga | Veruela, ADS | March 7, 2024 | Conduct ECT Payout | Disbursed Funds | Hired Van | with per diem |
| 1. Apple E. Gotinga - AA I / Field Office Caraga 2. Harriet R. Bonocan - PDO I / Field Office Caraga 3. Rizhiel Dawn R. Estrera - SWO II / Agusan Del Sur - PDO San Francisco 4. Celso B. Naval - A AIDE IV / Field Office Caraga 5. Marinella N. Osin - A AIDE / Agusan Del Sur 6. Darwin B. Papel - A AIDE I / Agusan Del Sur - San Francisco 7. Sonny S. Norca - PDO II / Field Office Caraga 8. Leo Tristan S. Bagcat - PDO II / Agusan Del Sur - Patinay 9. Marc Salven S. Virtudazo - A AIDE IV / Field Office Caraga | Trento, ADS | March 7, 2024 | Conduct ECT Payout | Disbursed Funds | Hired Van | with per diem |
| 1. Joseph Bien Conrad V. Calo - PDO I / Tandag City 2. Gilbert D. Comandante - PDO I / Field Office Caraga 3. Marla Diavelle P. Salvan - PDO I / Field Office Caraga 4. Shielamae J. Libot - AA III / Field Office Caraga 5. Andy G. Amporias - SWA AIDE / Field Office Caraga 6. Mitzi Rica A. Palima - PDO II / Field Office Caraga 7. Rosalyn V. Plamonte - A AIDE IV / Field Office Caraga 8. Jessie Mae G. Alac - AA II / Field Office Caraga 9. Karin Louise Q. Nletes - PDO II / Field Office Caraga 10. Mariel A. Labas - A AIDE IV / Field Office Caraga 11. Arnold C. Gilnogo - A AIDE IV / Field Office Caraga 12. Von Vincent T. Gala - PDO II / Field Office Caraga 13. Janella Andrea A. Labrador - AO II / Field Office Caraga | San Luis, ADS | March 7, 2024 | Conduct ECT Payout | Disbursed Funds | Hired Van | with per diem |
| 1. Shielamae J. Libot - AA III / Field Office Caraga 2. Mariel A. Labas - A AIDE IV / Field Office Caraga 3. Jessie Mae G. Alac - AA II / Field Office Caraga 4. Marc Salven S. Virtudazo - A AIDE IV / Field Office Caraga 5. Julieto L. Ompad - PDO III / Field Office Caraga 6. Imee Jane I. Solano - PDO II / Field Office Caraga 7. Caroline Q. Catalan - PO III / Field Office Caraga 8. Reishel May O. Mentolaroc - PO II / Field Office Caraga 9. Arnold C. Gilnogo - A AIDE IV / Field Office Caraga | San Luis, ADS | March 8, 2024 | Conduct ECT Payout | Disbursed Funds | Hired Van | with per diem |



TRAVEL ORDER

No. TO-2024-03-7116

Series of 2024

March 08, 2024
09:47 AM

Subject:

This is to authorize the travel of the following DSWD FO Caraga Staff/s whose name is written below with the purpose of travel, places and dates indicated opposite their names, to wit:

| | | | | | | |
|---|--------------------------|-------------------------------|-----------------------|-----------------|----------------|------------------|
| 1. Karin Louise Q. Nletes - PDO II / Field Office Caraga | Bunawan, ADS | March 8, 2024 | Conduct ECT Payout | Disbursed Funds | Hired Van | with per diem |
| 2. Joseph Bien Conrad V. Calo - PDO I / Tandag City | | | | | | |
| 3. Jayric L. Pallado - SWO II / Field Office Caraga | | | | | | |
| 4. Mitzi Rica A. Palima - PDO II / Field Office Caraga | | | | | | |
| 5. Janella Andrea A. Labrador - AO II / Field Office Caraga | | | | | | |
| 6. Andy G. Amporias - SWA AIDE / Field Office Caraga | | | | | | |
| 7. Harriet R. Bonocan - PDO I / Field Office Caraga | | | | | | |
| 8. Apple E. Gotinga - AA I / Field Office Caraga | | | | | | |
| 9. Gilbert D. Comandante - PDO I / Field Office Caraga | | | | | | |
| 10. Maria Diavelle P. Salvan - PDO I / Field Office Caraga | | | | | | |
| 1. Ruby Jane P. Galido - A AIDE IV / Agusan Del Sur - San Francisco | Bunawan, ADS | March 8, 2024 | Conduct ECT Payout | Disbursed Funds | PUV Vice-Versa | without per diem |
| 2. Crystal Jean T. Calanza - AA I / Agusan Del Sur - Patin-ay | | | | | | |
| 3. Leo Tristan S. Bagcat - PDO II / Agusan Del Sur - Patin-ay | | | | | | |
| 4. Chona M. Balingit - Albelda - SWO II / Agusan Del Sur | | | | | | |
| 1. Zandro Rhyme D. Bañez - SWO II / Field Office Caraga | San Luis, ADS | March 7, 2024 | Conduct ECT Payout | Disbursed Funds | Hired Van | with per diem |
| 2. Imee Jane I. Solano - PDO II / Field Office Caraga | | | | | | |
| 1. Eva Mytha S. Banzon - IO II / Field Office Caraga | San Luis, ADS | March 7, 2024 | Conduct ECT Payout | Disbursed Funds | Hired Van | with per diem |
| 1. Eva Mytha S. Banzon - IO II / Field Office Caraga | Bunawan, ADS | March 8, 2024 | Conduct of ECT Payout | Disbursed Funds | Hired Van | with per diem |
| 1. Marjun V. Cortez - A AIDE IV / Field Office Caraga | Trento and San Luis, ADS | March 7, 2024 - March 8, 2024 | Conduct ECT Payout | Disbursed Funds | Hired Van | with per diem |

It is understood that report shall be submitted upon completion of the Travel together with certificate of appearance from each place/s visited and other documentary evidences of travel.

Approved by:


 JEAN PAUL S. PARAJES
 OIC-AAO

JPSP / BDC/C / 03-7116

Merge RITOs: TO-2024-03-7093, TO-2024-03-7098, TO-2024-03-7102, TO-2024-03-7103, TO-2024-03-7112,



March 18, 2024
06:04 PM

TRAVEL ORDER

No. TO-2024-Q3-7329

Series of 2024

Subject: AUTHORITY

This is to authorize the travel of the following DSWD FO Caraga Staff/s whose name is written below with the purpose of travel, places and dates indicated opposite their names, to wit:

| Names - Position/Area of Assignment R(SN, FN M. II) | Place/s of Visit | Duration of Travel | Purpose | Expected Output | Means of Transportation | Claims |
|--|------------------------|--------------------|--|-----------------|-------------------------|---------------|
| 1. Eva Mytha S. Banzon - IO II / Field Office Caraga | La Paz, Agusan del Sur | March 19, 2024 | Conduct Emergency Cash Transfer Payout | Disbursed Funds | Hired Van | with per diem |
| 1. Ricardo A. Buladaco - A AIDE VI / Field Office Caraga 2. Reneboy B. Melorin - A AIDE / Field Office Caraga | Hinatuan, SDS | March 15, 2024 | Facilitate the withdrawal of Family Food Packs in Hinatuan, SDS. | Feedback Report | Hired Van | with per diem |
| 1. Marjun V. Cortez - A AIDE IV / Field Office Caraga | San Luis, ADS | March 19, 2024 | Conduct ECT Payout | Disbursed Funds | Hired Van | with per diem |
| 1. Leo Tristan S. Begcat - PDO II / Agusan Del Sur - Patin-ay | Trento, ADS | March 20, 2024 | Conduct ECT Payout | Disbursed Funds | Hired Van | with per diem |

It is understood that report shall be submitted upon completion of the Travel together with certificate of appearance from each place/s visited and other documentary evidences of travel.

Approved by:

JEAN PAUL S. PARAJES
GIO-ARDO


JSP / BDCC / rp / gba
Merge RITOs: TO-2024-Q3-7286, TO-2024-Q3-7300,



TRAVEL ORDER

No. TO-2024-03-7373

Series of 2024

March 20, 2024
12:02 PM

Subject: AUTHORITY

This is to authorize the travel of the following DSWD FO Caraga Staff/s whose name is written below with the purpose of travel, places and dates indicated opposite their names, to wit:

| Names - Position/Area of Assignment R(SN, FN M, III) | Place/s of Visit | Duration of Travel | Purpose | Expected Output | Means of Transportation | Claims |
|--|-----------------------------|---------------------------------|--|-----------------|-------------------------|------------------|
| 1. Joseph Bien Conrad V. Calo - PDO I / Tandag City 2. Faith N. Pinggoy - PDO II / Surigao Del Sur | FO Caraga | March 21, 2024 | Submit feedback report of the recently conducted site validations activities | Feedback report | PUV Vice-Versa | without per diem |
| 1. Charina L. Genosolango - PDO II / PDI-POO San Jose 2. Felino E. Florida - PDO I / PDI-Province | DSWD FO Caraga, Butuan City | March 21, 2024 - March 24, 2024 | Participate in the Bagong Pilipinas Serbisyo Fair (BPSF) 2024 | Feedback Report | PUV Vice-Versa | with per diem |
| 1. Rachelle B. Pacot - PDO I / Surigao Del Norte 2. Leo Tristan S. Bagcat - PDO II / Agusan Del Sur - Patin-ay 3. Maria Diouvette P. Salvan - PDO I / Agusan Del Sur - Patin-ay 4. Faith N. Pinggoy - PDO II / Surigao Del Sur 5. Joseph Bien Conrad V. Calo - PDO I / Tandag City | DSWD FO Caraga, Butuan City | March 22, 2024 - March 23, 2024 | Participate in the Bagong Pilipinas Serbisyo Fair (BPSF) 2024 | Feedback Report | PUV Vice-Versa | with per diem |

It is understood that report shall be submitted upon completion of the Travel together with certificate of appearance from each place/s visited and other documentary evidences of travel.

Approved by:



JEAN PAUL S. PARAJES
QIC-ARDO

JPP / BDCC / 16 / 369
Merge RITOs: TO-2024-03-7349,

CERTIFIED TRUE COPY

RENSON L. PRECIOSO
AO IV



TRAVEL ORDER

No. TO-2024-03-7467

Stries of 2024

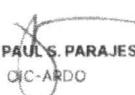
Subject: AUTHORITY

This is to authorize the travel of the following DSWD FO Caraga Staff/s whose name is written below with the purpose of travel, places and dates indicated opposite their names, to wit:

| Names - Position/Area of Assignment R(SN, FN M. II) | Place/s of Visit | Duration of Travel | Purpose | Expected Output | Means of Transportation | Claims |
|---|---|-------------------------------|---|-----------------|-------------------------|------------------|
| 1. Oriel M. Jacobe - PDO III / Field Office Caraga | Buenavista, Agusan del Norte | March 26, 2024 | Conduct site identification and validation for RRP-CFTW Project LAWA and BINHI | Feedback Report | PUV Vice-Versa | without per diem |
| 1. Rachelle B. Pacot - PDO I / Surigao Del Norte 2. Faith N. Pinggoy - PDO II / Surigao Del Sur 3. Joseph Bien Conrad V. Calo - PDO I / Tandag City 4. Maria Diolleve P. Salvan - PDO I / Agusan Del Sur - Patin-ay 5. Leo Tristan S. Bagcat - PDO II / Agusan Del Sur - Patin-ay 6. Charina L. Genosolango - PDO II / PDI-PCO San Jose 7. Felino E. Florida - PDO I / PDI-Province | FO Caraga, Butuan City | March 27, 2024 | Attend RRP-CFTW Staff meeting | Feedback Report | PUV Vice-Versa | with per diem |
| 1. Raul J. Sabandal - AO V / Field Office Caraga 2. Joseph Jennel M. Mailelang - ATTY III / Field Office Caraga 3. Neil Raymond M. Burgos - AO II / Field Office Caraga 4. Jill V. Pamalos - PDO II / Field Office Caraga | Dapa, General Luna, Pilar, Sta Monica, San Benito, San Isidro and Burgos, Surigao del Norte | April 3, 2024 - April 5, 2024 | To Conduct Warehouse Monitoring, Inspection and Special Meeting with Mayor and MSWDO Staff in Dapa, SDN | Feedback Report | Hired Van | with per diem |
| 1. Rutchel R. Molind - PDO III / Field Office Caraga | Davao City, Davao del Sur | April 3, 2024 - April 5, 2024 | Attend Disaster Risk Reduction-Climate Change Adaptation (DRR-CCA) in Health Consultative Meeting | Feedback Report | PUV Vice-Versa | with per diem |

It is understood that report shall be submitted upon completion of the Travel together with certificate of appearance from each place/s visited and other documentary evidences of travel.

Approved by:


JEAN PAUL S. PARAJES
OIC-CARDO

JSP / BDCC / RGP
Merge RITOs: TO-2024-03-7453, TO-2024-03-7490, TO-2024-03-7491

CERTIFIED TRUE COPY

RENSON L'PRECIOSO

7007