Republic of the Philippines

*Department of Environment and Natural Resources*

**OFFICE OF THE REGIONAL EXECUTIVE DIRECTOR**

Region VI, Iloilo City

Date: May 25, 2022

**TRAVEL ORDER**

No:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Name: **STELLA L. LASPIÑAS, FEMME P. PEÑAFIEL** | Salary: **Php25,436.00; Php35,097.00** |
| Positions: **EMS I, EMS II** | Div./Sec./Unit: **Enforcement Division** |
| Departure Date: **May 30, and June 6, 2022** | Official Station: **DENR, Region 6, Iloilo City** |
| Destination: **Iloilo City; Municipalities of Panay, Panit-an, Maayon, Pilar, Pres. Roxas, Pontevedra, Dao, Cuartero, and Dumarao, Capiz; Municipalities of Dumangas, Btac. Nuevo, Anilao, Dingle, Bingawan, Calinog, Lambunao, Passi City, San Enrique, San Rafael, Lemery, Concepcion, Balasan, San Dionisio, Sara, Ajuy, Btac. Viejo, and Banate, Iloilo** | Arrival Date: **June 3 and June 10, 2022** |
| Purpose of Travel: **To attend the organization, briefing, and conduct of Post Disaster Needs Assessment (PDNA) of areas affected by Typhoon Agaton in Panay Island towards the crafting of the Rehabilitation and Recovery Plan (RRP).** | |
| Per Diems/Expenses Allowed: **P1,800** | |
| Assistants or Laborers Allowed: **None** | |
| Appropriations to which travel should be charged: | |
| Remarks of special instructions: | |

Certification:

This is to certify that the travel is necessary and is connected with the functions of the official/employee of this Div./Sec./Unit.

|  |  |  |
| --- | --- | --- |
| Recommending Approval: | | Approved: |
| **ATTY. NOEL C. EMPLEO**  ARD for Management Services |  | **LIVINO B. DURAN**  Regional Executive Director |

**AUTHORIZATION**

I hereby authorize the Accountant to deduct the corresponding amount of the unliquidated cash advance from my succeeding salary for my failure to liquidate this travel within twenty (20) days upon return to my permanent official station pursuant to Commission on Audit (COA) Circular No. 2012-004 dated November 28, 2012.

**STELLA L. LASPIÑAS FEMME P. PEÑAFIEL**

Official Employee Official Employee