Republic of the Philippines

Department of Environment and Natural Resources

**PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES**

BLISS Site, Kalibo, Aklan

Tel. No. 268-4102/268-4160

**TRAVEL ORDER**

**(No. )** July 29, 2022

Name: Em-em Joy R. Repayo Salary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: Enumerator/COS DIV/Sec/Unit: TSD/Regulation & Permitting Section

Departure Date: August 1, 2022 Official Station: DENR-PENRO, Aklan

August 8, 2022

August 15, 2022

August 22, 2022

August 30, 2022

Destination: Lawa-an, New Washington Arrival Date: August 5, 2022

Aklan. August 12, 2022

August 19, 2022

August 26, 2022

September 2, 2022

Purpose of Travel: To conduct house-to-house validation/ Key Informant Interview (KII) for the preparation of the Land Tenure Profile (LTP).

Per diems/Expenses Allowed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Assistants or Laborers Allowed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Remarks or special instructions: That this travel is not covered by cash advance\_

**Certifications:**

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

Recommended by: Approved by:

**ENGR. JURLIE D. ZUBIAGA**  **MERLENE B. ABORKA**

DMO V/Chief TSD PENR Officer

**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 the prescribed 20-day period upon return to my permanent official station pursuant COA Circular 2012-004 dated November 28, 2012.

**Em-em Joy R. Repayo**

Official/Employee