



Republic of the Philippines  
Department of Science and Technology  
**TECHNOLOGY APPLICATION AND PROMOTION INSTITUTE**

JUN 02 2021

LOCAL TRAVEL ORDER No. 008  
Series of 2021

June 2, 2021

Authority to Travel is hereby granted to:

NAME	POSITION	DIVISION/ AGENCY
RYAN H. EBRON	LA II	OD-LU
JIM ADRIAN MAGNAYE	PA II	OD-LU

Destination/s:  
Zambales

Inclusive Date/s of Travel:  
June 8-9, 2021

Purpose (s) of the Travel:  
to secure copy of tax declaration,  
certificate of land title and  
conduct site inspection on the  
land of Mr. Florentino Caja

Travel Expenses to  
be incurred:

Appropriation/ Fund to which travel expenses would be charged to:  
( ) General Fund ( ) Project Funds ( ) Others: (e.g. sponsor/  
requesting agency)

(x) Actual	<u>X</u>		
(x) Per Diem			
Accommodation	<u>X</u>		
Meals/ Food	<u>X</u>		
Incidental expenses	<u>X</u>		
(x) Transportation			
Official Vehicle	<u>X</u>		
Public conveyance			
(Airplane, Bus, Taxi)			
( ) Others			

Remarks/ Special Instructions

A report of your travel must be submitted to the Agency Head/ Supervising Official within 7 days from completion of travel. Liquidation of cash advance should be in accordance with Executive Order No. 298: Rules and Regulations and New Rates of Allowances for Official Local and Foreign Travels of Government Personnel.

RECOMMENDING APPROVAL:

ISRAEL JACOB R. ZARAGOZA  
Head, Legal Unit

APPROVED:

MARION IVY D. DECENA  
Officer in Charge  
Office of the Director