



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

JUN 04 2021

LOCAL TRAVEL ORDER No. 009
Series of 2021

June 3, 2021

Authority to Travel is hereby granted to:

NAME	POSITION	DIVISION/ AGENCY
MANUEL BUCAO	AA VI	FAD

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:

JOYCEL N. AGUILAR
Chief, FAD

APPROVED:

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