



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

JUL 06 2021

LOCAL TRAVEL ORDER No. 010  
Series of 2019

06-Jul-21

Authority to Travel is hereby granted to:

NAME	POSITION	DIVISION/ AGENCY
RICHELLE C. MALAAY	SRS II	IDD-TAPI
PIO ANGELO BALLESTEROS	SRS II	TAPI
ELIJAH KEN P. DIMADUKOT	SRS II	TAPI
MARC POCHOLO BOCATCAT	SRS II	TAPI

Destination/s:

Inclusive Date/s of Travel:

Purpose (s) of the Travel:

Sta. Rosa and Los Baños, Laguna

07-Jul-21

Video Shoot for WACAS pre-event  
campaign/infomercial

Travel Expenses to  
be incurred:

( X ) General Fund

( ) Project Funds

( ) Others: (e.g. sponsor/  
requesting agency)

( ) Actual

( ) Per Diem

Accommodation

Meals/ Food

Incidental expenses

(x) Transportation

Official Vehicle

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:

NORA P. GUMIA

Division Chief, TIPD

APPROVED:

ATTY. MARION IVY D. DECENA

Officer-in-Charge, TAPI