



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

DEC 01 2022

LOCAL TRAVEL ORDER No. 27
Series of 2022

28-Nov-22

Authority to Travel is hereby granted to:

NAME CAEZAR ANGELITO E. ARCEO

POSITION
Chief SRS

DIVISION/ AGENCY
IDD

Destination/s:
Zamboanga City

Inclusive Date/s of Travel:
December 5-9, 2022

Purpose (s) of the Travel:
To attend the RSTW in Region IX and facilitate the
conduct of the stakeholders forum and caravan in
Mindanao Cluster on December 8-10, 2022

Travel Expenses to
be incurred:

() General Fund

(x) Project Funds

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

(x) Actual

X

(x) Per Diem

Accommodation

X

Meals/ Food

X

Incidental expenses

X

(x) Transportation

Official Vehicle

X

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:

TERESITA R. ALARCON
Supervising SRS

APPROVED:

ATTY MARION IVY D. DECENA
Director

By Authority:

ROMEO M. JAVATE
Chief SRS-IBOD, and OIC, DOST-TAPI