



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

DEC 02 2022

LOCAL TRAVEL ORDER No. 129  
Series of 2022

1-Dec-22

Authority to Travel is hereby granted to:

NAME	POSITION	DIVISION/ AGENCY
MARK NEIL F. TAJAN	Project Assistant II	OD-TAPI

**Destination/s:**  
Land Registration Authority, Region  
3 - Registrar of Deeds Office, Iba,  
Zambales

**Inclusive Date/s of Travel:**  
5-Dec-22

**Purpose (s) of the Travel:**  
To pick up certified true copy of annotated title  
to be used in Appraisal re: Caja case

**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	_____	X	_____
(x) Per Diem	_____		_____
Accommodation	_____		_____
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:

ATTY. ISRAEL JACOB R. ZARAGOZA  
HEAD, Legal Unit

APPROVED BY:

ATTY. MARION IVY D. DECENA  
Director

By Authority:

ROMEO M. JAVATE  
Office In-Charge, Office of the Director  
DOST-TAPI