



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

NOV 29 2023

LOCAL TRAVEL ORDER No. 746

Series of 2023

Nov. 28, 2023

Date

Authority to Travel is hereby granted to:

NAME
FELIPE DE OCAMPO

POSITION
Driver

DIVISION/ AGENCY
FAD/ TAPI

Destination/s:
Marilao & Meycauayan,
Bulacan

Inclusive Date/s of Travel:
Nov. 30, 2023

Purpose (s) of the Travel:
To conduct Monitoring Activities of
I-TECH and VFP Projects

**Travel Expenses to
be incurred:**

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

() Actual

() Per Diem
Accommodation

Meals/ Food
Incidental expenses

() 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:

JOYCEL N. AGUILAR
FAD Chief

Approved:

ATTY. MARION IVY D. DECENA
Director
Office of the Director