



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

DEC 04 2023

LOCAL TRAVEL ORDER No. 148

Series of 2023

04 December 2023

Date

Authority to Travel is hereby granted to:

NAME	POSITION	DIVISION/ AGENCY
MA. THERESA A. SOBREMISANA	Senior SRS	TAPI-IBOD
LARA JEAN P. BELGIRA	SRS II	TAPI-IBOD
DIONISIO T. CALA-OR	Driver	TAPI-FAD

Destination/s:

Km. 144 Brgy., Wakas,  
Tayabas City, Quezon and 515  
Emerald St., Nepa Subd. San  
Vicente Binan Laguna

Inclusive Date/s of Travel:

05 December 2023

Purpose (s) of the Travel:

To conduct monitoring visit of various VFP  
approved projects in DOST-CALABARZON and  
attend to other official matters in Laguna and  
Quezon.

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	<u>x</u>		
(x) Per Diem			
Accommodation			
Meals/ Food	<u>x</u>		
Incidental expenses			
( ) 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:

ROMEO M. JAVATE  
Division Chief, IBOD

APPROVED:

ATTY. MARION IVY D. DECENA  
Director

By Authority:

ROMEO M. JAVATE

Chief Science Research Specialist and  
Officer-in-Charge, TAPI