



TRAVEL ORDER

Date Filed:	April 21, 2026	Control #:	e-2026-04-000024
Office:	Hrmo		
Destination/s:	Tuge		
Departure Date:	April 21, 2026	Arrival Date:	April 24, 2026
Traveler's Name:		Designation/Position	
Jon Marc Sagao		Web Developer	
Purpose/s:	Bhh		
Means of Transportation:	<input type="checkbox"/> RP vehicle:		<input checked="" type="checkbox"/> Private:
Nature of Travel:	<input type="checkbox"/> Personal		<input checked="" type="checkbox"/> Official
Per Diems/Travel Expenses:	<input checked="" type="checkbox"/> Allowed		<input type="checkbox"/> Not Allowed
Appropriation/Responsibility Center to which travel is charged:	PHP 0.00		
Remarks/Special Instructions:			
Recommending Approval: _____ Jon Marc Department Head	Approved: _____ MAY GARNACE-CALAUNAN Municipal Mayor		

- HR
- Requester
- Office