



Republic of the Philippines
Department of Health
MARGOSATUBIG REGIONAL HOSPITAL
Margosatubig, Zamboanga del Sur



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MRH PERSONNEL ORDER

No. 016 s., 2021

TO : **SHERRY MAY S. NAVALES**, *Admin. Assistant III*
This Hospital

FROM : **RICHARD B. SISON, MD, MHA, FPCHA, FPSMS**
Medical Center Chief II

SUBJECT : **AUTHORITY TO TRAVEL TO PAGADIAN CITY ON
JANUARY 15, 2021 ON OFFICIAL BUSINESS**

DATE : **JANUARY 15, 2021**

The above-mentioned employee is hereby directed to **issue/retrieve Requests for Quotation and Purchase Order to the different local suppliers on January 15, 2021 at Pagadian City on Official Business.**

Due to the nature of your work and to ensure judicious use of public funds, the employee shall be entitled to daily transportation allowance and daily travel expenses of one (1) meal allowance and 10% incidental expenses in accordance with the Executive Order 077 dated March 15, 2019, chargeable against the funds of this hospital, subject to usual accounting procedures and auditing rules and regulations.

This order, being issued in the interest of public service, is hereby declared official and made of record.

RICHARD B. SISON, MD, MHA, FPCHA, FPSMS
Medical Center Chief II

By Authority of the Medical Center Chief:


MARIFE T. AGALONO
Administrative Officer V

Philhealth Accredited