



**Driver's Trip Ticket**

Date filed : Nov. 12, 2025 Trip Number :  
Time and Date Needed : 11:00 a.m. Nov. 19, 2025  
Destination : Tacloban City Driver will : Guard post 1  
report to :  
Purpose : To conduct Resource speaker for the training conducted by ISRDS thru its project  
in MAGPANGUAPA (Ext 02).  
Head of Party/Requesting Party: Elia Maury C. Jadina

Passengers	Department/Office/Center/Project	Contact No.
1 Mark Anthony Simbajon		#09386769718
2		
3		
4		
5		

*\*For more than 5 passengers use separate sheet*

Vehicle Type :  
Plate No. :

**DODONG NEIL L. BARRIENTOS**

Director/Head of Agency/Authorized  
Representative

To be filled by the driver:

Time of Departure : am/pm Odometer reading :  
Arrival to Destination : am/pm Odometer reading :  
Departure from Destination : am/pm Odometer reading :  
Arrival at VSU Campus : am/pm Odometer reading :

Approximate distance travelled in kms:

Fuel (Diesel/Gasoline) issued, purchased and consumed:

Previous balance in tank : Ltrs.  
Purchased during trip : Ltrs.  
Total : Ltrs.  
Consumed after trip : Ltrs.  
Balance in tank after trip : Ltrs.

Lubricant, etc. issued/purchased:

Engine Oil : Ltr/s.  
Gear Oil : Ltr/s.  
Brake Fluid : Ltr/s.  
Others specify : Ltr/s.

In case of odometer malfunction

From : To :

Remarks :

I hereby certify the correctness of the above statement of report as stated of travel.

Driver Name and Signature

I hereby certify that I used this vehicle on official business as stated above.

Head of Party/Requesting Party

**GENERAL SERVICES OFFICE**

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