



**CERTIFICATION FOR REPRESENTATION
AND TRANSPORTATION ALLOWANCES**

I hereby certify that the amount of **EIGHTEEN THOUSAND PESOS (P 18,000.00)** representing **RATA** (Representation Allowance/Travel Allowance) for the month of **December, 2021** was fully expended.

I further certify:

- | | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | That said amount was incurred in the performance of my official duties; |
| <input checked="" type="checkbox"/> | That I did not use any government vehicle within my official station for the said month; |
| <input checked="" type="checkbox"/> | That all trips referred to exclude those from home to office and vice versa; |
| <input checked="" type="checkbox"/> | That I used government vehicle for ____ official travel within fifty (50) Kilometers for <u>November, 2021.</u> |

Submitted by:

DANIEL LESLIE S. TAN
Vice President for Administration & Finance