



REPUBLIC OF THE PHILIPPINES  
OFFICE OF THE PRESIDENT

## NATIONAL COMMISSION ON INDIGENOUS PEOPLES

Mode of Filing:IMMEDIATE

Date:2025-11-03

Fund Cluster:01\_RF

### TRAVEL ORDER

Employee : Jezlyn Rosario  
Official Station : Regional Office-ORD  
Date/s of Official Travel : 2025-11-04 to  
Place/s of Travel : 4/11  
Purpose/s of Travel : Attend or Participate in Official Activities, Trainings, or Seminars  
Specific Role/s : Organizer  
Distance (in KM) : 100

Appendix 45

### ITINERARY OF TRAVEL

Date	Destination	Departure	Arrival	Means of Transportation	Transpo	Per Diem	Others	Total
2025-11-04	4/11.1	05:56	06:02	Official vehicle	0.00	1800	0	1800
2025-11-05	5/11	03:00	06:01	Bus	100	1800	100	2000
2025-11-06	6/11	06:02	06:02	Tricycle	100	900	20	1020

Prepared by

Jezlyn Rosario

Administrative Assistant II

Traveling expenses shall be subject to EO 77. All expenses necessary for the travel shall be charged to the

**01\_RF**

(Source of fund)

It is understood that a report shall be submitted upon completion of this travel.

I certify that:

- (1) I have reviewed the foregoing itinerary
- (2) The travel is necessary for the service;
- (3) The period covered is reasonable; and
- (4) The expenses claimed are proper.

Action Taken:

- ☐ Approved:
  - ☐ On Official Time
  - ☐ On Official Business
  - ☐ Disapproved due to
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Ewp

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