



REPUBLIC OF THE PHILIPPINES  
OFFICE OF THE PRESIDENT

## NATIONAL COMMISSION ON INDIGENOUS PEOPLES

Mode of Filing: NOT\_IMMEDIATE

Date: 2025-11-20

Fund Cluster: 01\_RF

### TRAVEL ORDER

Employee : Irene Culbengan  
Official Station : Urdaneta Community Service Center  
Date/s of Official Travel : 2025-11-23 to 2025-11-23  
Place/s of Travel : sample  
Purpose/s of Travel : Purpose ID: 6  
Specific Role/s : Role ID: 3  
Distance (in KM) : 100

Appendix 45

### ITINERARY OF TRAVEL

Date	Destination	Departure	Arrival	Means of Transportation	Transpo	Per Diem	Others	Total
2025-11-23	sample1	22:41	22:42	Official vehicle	P0.00	P-750.00	P-1000.00	P-1750.00

Prepared by

Irene Culbengan

Accountant III

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

Action Taken:

- ☐ Approved:  
☐ On Official Time  
☐ On Official Business

for the service;

(3) The period covered is reasonable; and

(4) The expenses claimed are proper.

[ ] Disapproved due to

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