



REPUBLIC OF THE PHILIPPINES
OFFICE OF THE PRESIDENT

NATIONAL COMMISSION ON INDIGENOUS PEOPLES

Mode of Filing: NOT_IMMEDIATE

Date: 2025-10-16

Fund Cluster: 01_RF

TRAVEL ORDER

Employee : Genielee Manzano
Official Station : Urdaneta Community Service Center
Date/s of Official Travel : 2025-10-19 to 2025-10-24
Place/s of Travel : new
Purpose/s of Travel : new
Specific Role/s : new
Distance (in KM) : 1

Appendix 45

ITINERARY OF TRAVEL

| Date | Destination | Departure | Arrival | Means of Transportation | Transpo | Per Diem | Others | Total |
|------------|-------------|-----------|---------|-------------------------|---------|----------|--------|-------|
| 2025-10-24 | new | 11:14 | 11:15 | Tricycle | 100 | 100 | 100 | 300 |

Prepared by

Genielee Manzano

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 for the service;

Action Taken:

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

(3) The period covered is reasonable; and

(4) The expenses claimed are proper.

[] Disapproved due to

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