



REPUBLIC OF THE PHILIPPINES  
OFFICE OF THE PRESIDENT

## NATIONAL COMMISSION ON INDIGENOUS PEOPLES

Mode of Filing:IMMEDIATE

Date:2025-11-04

Fund Cluster:01\_RF

### TRAVEL ORDER

Employee : Genielee Manzano  
Official Station : Urdaneta Community Service Center  
Date/s of Official Travel : 2025-11-06 to 2025-11-07  
Place/s of Travel : asdadasdadadadasdas  
Purpose/s of Travel : Purpose ID: 4  
Specific Role/s : Role ID: 2  
Distance (in KM) : 100

Appendix 45

### ITINERARY OF TRAVEL

Date	Destination	Departure	Arrival	Means of Transportation	Transpo	Per Diem	Others	Total
2025-11-06	100B.15 GAS (UCSC)	07:53	07:54	Boat	0.00	1500	0	1500
2025-11-07	asdadas- dadadadas- dasdas	11:50	11:58	Official vehicle	0.00	750	0	750

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

Action Taken:

[ ] Approved:

foregoing itinerary

(2) The travel is necessary  
for the service;

(3) The period covered is  
reasonable; and

(4) The expenses claimed  
are proper.

☐ On Official Time

☐ On Official Business

☐ Disapproved due to  
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