



REPUBLIC OF THE PHILIPPINES
OFFICE OF THE PRESIDENT

NATIONAL COMMISSION ON INDIGENOUS PEOPLES

Mode of Filing: NOT_IMMEDIATE

Date: 2025-11-04

Fund Cluster: 01_RF

TRAVEL ORDER

Employee : Jezlyn Rosario, Josie Rosario
Official Station : Regional Office-ORD
Date/s of Official Travel : 2025-11-07 to 2025-11-08
Place/s of Travel : sample
Purpose/s of Travel : Attend or Participate in Official Activities, Trainings, or Seminars
Specific Role/s : Organizer
Distance (in KM) : 99

Appendix 45

ITINERARY OF TRAVEL

| Date | Destination | Departure | Arrival | Means of Transportation | Transpo | Per Diem | Others | Total |
|------------|-------------|-----------|---------|-------------------------|---------|----------|--------|-------|
| 2025-11-07 | sample | 10:31 | 10:33 | Tricycle | 100 | 900 | 100 | 1100 |

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

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
