



REPUBLIC OF THE PHILIPPINES  
OFFICE OF THE PRESIDENT

## NATIONAL COMMISSION ON INDIGENOUS PEOPLES

Mode of Filing: NOT\_IMMEDIATE

Date: 2025-10-13

Fund Cluster: 07\_TF

### TRAVEL ORDER

Employee : Jomar Aliba, Dr. Enrique De Los Santos  
Official Station : Sudipen Community Service Center  
Date/s of Official Travel : 2025-10-16 to 2025-10-18  
Place/s of Travel : Sampaloc, Manila, Metro Manila, National Capital Region (NCR)  
Purpose/s of Travel : sample  
Specific Role/s : sample  
Distance (in KM) : 1000

Appendix 45

### ITINERARY OF TRAVEL

Date	Destination	Departure	Arrival	Means of Transportation	Transpo	Per Diem	Others	Total
2025-10-16		22:30	15:00	Official vehicle	120	120	120	360

Prepared by

Jomar Aliba

Administrative Aide I

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

07\_TF

(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