



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
Official Station	:	Regional Office-ORD
Date/s of Official Travel	:	2025-11-08 to 2025-11-09
Place/s of Travel	:	asda
Purpose/s of Travel	:	Attend or Participate in Official Activities, Trainings, or Seminars
Specific Role/s	:	Organizer
Distance (in KM)	:	50

Appendix 45

### ITINERARY OF TRAVEL

Date	Destination	Departure	Arrival	Means of Transportation	Transpo	Per Diem	Others	Total
2025-11-08	sample	10:52	10:53	Bus	11	2200	11	2222
2025-11-09	sample	10:56	10:57	Tricycle	11	0.00	11	22

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

Action Taken:

[ ] Approved:

[ ] On Official Time

- (2) The travel is necessary  
for the service;**
- (3) The period covered is  
reasonable; and**
- (4) The expenses claimed  
are proper.**

On Official Business

Disapproved due to \_\_\_\_\_