



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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UTB RD