

Ian Dave B. Custodio

**ITINERARY OF TRAVEL**

Visayas State University

AGENCY

ITINERARY OF TRAVEL				DATE		
Name		IAN DAVE B. CUSTODIO		Position: Study Leader		
Official Station: VSU, Visca, Baybay City, Leyte				Residence: VSU, Visca, Baybay City, Leyte		
Destination: Iloilo City						
PURPOSE OF TRAVEL <i>Conduct training and interviews and project impacts</i>						
DATE	PLACES TO BE VISITED	TIME		TRANSPORTATION MEANS	TRAVEL ALLOWANCE	TOTAL
		DEPARTURE	ARRIVAL			
26-Sep-22	VSU-Ormoc City	4:30am	5:30 am	Project Vehicle		
	Ormoc City- Cebu City	6:15 am	9:30am	Oceanjet (Charge to Project)		
	Cebu Pier 1-Cebu Airport	10:30am	10:50am	Taxi		200.00
	Iloilo Airport- Alexis Hotel	6:15pm	7:10pm	Taxi		300.00
	Per diem					1,770.00
27-Sep-22						
	Taloato (visit PO TUCODA	7:00am	8:30am			
	Manduawak, San Dionisio PO	1:00 am	4:00pm			
	Brgy. Manduawak, San Dioniso	4:00pm	5:00pm			
	Per diem					1,800.00
28-Sep-22						
	Alexis Hotel- Brgy. Del	7:00am	8:30am			
	Brgy. Del Castillo, Sara-	1:00pm	4:00pm			
	Per diem					1,800.00
29-Sep-22						
	Alexis Hotel- Brgy. Alexis, Sara Training Soil Fertility	7:00am	7:45am			
	Per diem					1,800.00
Sept-30-22						
	Cebu-Ormoc	2:45pm	7:00pm		Oceanjet (charged to project)	
	Ormoc City- VSU	7:00pm	7:50:pm		Project Vehicle	
	Per diem					150.00
<b>TOTAL TRAVELING EXPENSES &amp; ALLOWANCES</b>						<b>Php7,820.00</b>

I HEREBY CERTIFY that (1) I have reviewed the foregoing itinerary, (2) the travel is necessary to the service, (3) the period covered is reasonable and (4) the expenses claimed are proper.

Prepared by:

Ian Dave B. Custodio  
IAN DAVE B. CUSTODIO

Study Leader

APPROVED:

Edgardo E. Tulin  
EDGARDO E. TULIN

President

Arturo E. Pasa  
ARTURO E. PASA

Immediate Supervisor