

ITINERARY FORM

Project Name: Corporate Social Responsibility Program-2nd Leg in Tanay, Rizal

Date: 24-25 November 2022 (tentative dates)

Venue: Tanay, Rizal

Date / Time	Activity	Remarks
23 November 2022 1:00PM-3:00PM	Online Learning Session during CSR Briefing Topic: ABCD from Trees to Seas Venue: TPB Boardroom/Pantry	
24 November 2022 (Day 1)		
05:00-05:15 AM	-Assembly at LT300 -AM Snacks Distribution	
05:15 AM	ETD from LT 300 to La Mesa Eco Park Travel time: 1hr and 15 mins.	
06:30 AM	ETA at La Mesa Eco Park	
07:00-07:15 AM	-Briefing for the Nature Tree Trek c/o Haribon Foundation -Distribution of Materials -Group Picture Taking Venue: Petron Fitness Trails	
07:15-09:00 AM	Native Tree Trek Proper Venue: Petron Fitness Trails & Mini Forest	
09:00 – 09:30 AM	-Debriefing -Q&A -Picture Taking Venue: Petron Fitness Trails or Amphitheater space	
09:30 – 12:30 PM	ETD from La Mesa Eco Park to lunch venue (TBA)	Should be near the nursery activity location
12:30-01:30 PM	Lunch	
01:30 – 02: 00 PM	ETD to Travel to Haribon Community Nursery Assembly Area in Tanay, Rizal	
02:00 – 02:15	Walk from Assembly area to Community Nursery	
02:15 – 02:30 PM	-Orientation and introduction to the community Venue: Community Nursery	
02:30 – 04:30 PM	Community Nursery Activity Proper	
04:45 – 05:00 PM	-Picture Taking -Wash-up and Debriefing	
05:00 PM	Travel to Hotel (TBA) -PM Snacks along the way	

05:30 PM	Late check-in	
05:30 - 06:30 PM	Freshen-up	
06:30 PM	Dinner at the Hotel	
End of Day 1		
25 November 2022 (Day 2)		
04:00 AM	Assembly at the Hotel Lobby -Packed Breakfast Distribution	
04:30 AM	ETD to Haribon Foundation Tree Planting Site - Tanay, Rizal	
06:00 - 06:15 AM	-Assembly at the jump off point	
06:15 - 07:00 AM	-Orientation on forest restoration -Introduction to the People's Organization -Demonstration on how seedlings should be planted -Group Picture Taking Venue: Haribon Foundation Tree Planting Site - Tanay, Rizal	
07:00 - 08:00 AM	Trek to Planting Site	
08:00 - 09:30 AM	Main Activity - Tree Planting Proper	
09:30 - 10:30 AM	Descent/Return to jump-off point	
10:30 AM	Debriefing with packed snacks and drinks	
10:45 - 11:15 AM	Wash up and Wind down	
12:00 PM	Return to Hotel	
01:30 PM	Freshen-up Late Check-out	
02:00PM-3:00PM	Late lunch at Hotel / Other Restaurant	
4:00 PM	Return to Manila	
06:00 PM	ETA at Manila	
End of CSR Program		

As of: 17 October 2022