

OBLIGATION REQUEST AND STATUS
VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

No: MOOE 02-101101-2021
Date: _____
Fund: _____

Payee	Charlie Mark Cutamora			
Office	Motor Pool/PPO			
Address				
Responsibility Center	Particulars	MFO/PAP	UACS Code/Expenditures	Amount
	Payment of Per Diem...		5020101000	300.00
	TOTAL			300.00

A Certified Charges to appropriation/allotment necessary, lawful and under my direct supervision and supporting documents valid, proper and legal

B Certified: Allotment available and obligated for the purpose/ adjustment necessary as indicated above

Signature

Printed Name

LOUELLA C. AMPAC

Position

Director, Finance

Date

Signature

Printed Name

ALICIA M. FLORES

Position

Head, Budget Office

Budget Unit/Authorized Representative

Date

C STATUS OF OBLIGATION

Reference			Amount			
Date	Particulars	ORS/JEV/RC/RADAI No.	Obligation	Payment	Not Yet Due	Due and Demandable
	Obligation	MOOE 02-101101-2021	300.00		300.00	
		TOTALS				

7.						
8.						
9.						
			TOTAL		300.00	

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

Prepared by: (Official, Employee)


CHARLIE MARK CUTAMORA

Approved by: (Head of Agency)

MARLON G. BURLAS

Supervisor

EDGARDO E. TULIN

President

PO

Date

E. /Receipt

Check/

ADA No.:

Signature

Official Receipt No. & Date