

BUDGET UTILIZATION REQUEST AND STATUS

VISAYAS STATE UNIVERSITY

Entity Name

Serial No. : _____

Date : 7/9/2024

Fund Cluster : STF

Payee	ODELO B. BALDOS			
Office	Eco-FARMI			
Address	VSU, VISCA, Baybay City, Leyte			
Responsibility Center	Particulars	MFO/PAP	UACS Object Code/ Expenditures	Amount
SEEDBANK C	Replenishment of petty cash fund as per papers attached..			3,513.00
	Total			3,513.00

A.	Certified: Charges to appropriation/budget necessary, lawful and under my direct supervision; and supporting documents valid, proper and legal	B.	Certified: Budget available and utilized for the purpose/adjustment necessary as indicated above
Signature :		Signature :	
Printed Name:	JEROME O. ARRIBADO	Printed Name:	ALICIA M. FLORES
Position :	Director, Eco-FARMI Head, Requesting Office/Authorized Representative	Position :	Administrative Officer III Head, Budget Division/Unit/Authorized Representative
Date :		Date :	

C. STATUS OF UTILIZATION							
Reference			Amount				
Date	Particulars	BURS/JEV/RCI/ RADAI/RTRAI No.	Utilization (a)	Payable (b)	Payment (c)	Balance	
						Not Yet Due (a-b)	Due and Demandable (b-c)