

**BUDGET UTILIZATION REQUEST AND STATUS**  
**VISAYAS STATE UNIVERSITY**  
Visca, Baybay City, Leyte

No: MOOE 02-206441-2022-  
Date: \_\_\_\_\_  
Fund: \_\_\_\_\_

| Payee                 | Reynaldo Bardos et. Al               |            |                         |                  |
|-----------------------|--------------------------------------|------------|-------------------------|------------------|
| Office                | Motor Pool Services/ PPO             |            |                         |                  |
| Address               |                                      |            |                         |                  |
| Responsibility Center | Particulars                          | MFO/PAP    | UACS Code/ Expenditures | Amount           |
| TF-OVPAF<br>STF       | Contract Payroll for Feb. 1-15, 2022 | 1000000000 | 5021306001              | 29,883.60        |
| <b>TOTAL</b>          |                                      |            |                         | <b>29,883.60</b> |

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

Position

**MARLON G. BURLAS**

Head, Motor Pool

**ALICIA M. FLORES**

Head, Budget Office

Date

**C STATUS OF OBLIGATION**

| Reference |             |                       | Amount     |         |             |                    |
|-----------|-------------|-----------------------|------------|---------|-------------|--------------------|
| Date      | Particulars | ORS/JEV/RCI/RADAI No. | Obligation | Payment | Not Yet Due | Due and Demandable |
|           | Obligation  | MOOE 02-206441-2022-  | 29,883.60  |         | 29,883.60   |                    |
|           |             | TOTALS                |            |         |             |                    |

Checked by:

**VINCENT PAUL C. ASILOM**

Admin. Aide I/Clerk

Approved &amp; Accepted by:

**MARLON G. BURLAS**

Head, Motor Pool