

## REQUISITION AND ISSUE SLIP


### VISAYAS STATE UNIVERSITY


Agency

Division	<b>DEPARTMENT OF</b>	Responsibility Center	RIS No.	Date	02/23/2023
Office	<b>AGRONOMY</b>	Code: (DA)Laboratory Fees 2023	SAI No.	Date	

REQUISITION						ISSUANCE	
Stock No.	Unit	Description			Quantity	Quantity	Status of
1	Liters	Gasoline	74.00 P	5,180.00	70		
2	Liters	Diesel	74.00 P	2,220.00	30		
		TOTAL	P	7,400.00			

Purpose:	To fuel grass cutter and department vehicle
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	Requested by:	Approved by:	Issued by:	Received by:
Signature				
Name	<b>RUTH O. ESCASINAS</b>	<b>EDGARDO E. TULIN</b>		
Designation	Dept. Head	President		
Date				

<b>A.</b> <b>Certified:</b> Charges to appropriation/allotment are necessary, lawful and under my direct supervision; and supporting documents valid, proper and legal  Signature : <u></u> <b>Printed Name:</b> RUTH O. ESCASINAS  Position : <u>PROJECT LEADER</u> Dept. Head  Date : _____			<b>B.</b> <b>Certified:</b> Allotment available and obligated for the purpose/adjustment necessary as indicated above  Signature : _____ <b>Printed Name:</b> <u>ALICIA M. FLORES</u>  Position : _____ Head, Budget Division/Unit/Authorized Representative  Date : _____				
<b>C.</b>							
<b>STATUS OF OBLIGATION</b>							
<b>Reference</b>			<b>Amount</b>				
Date	Particulars	ORS/JEV/Check/ ADA/TRa No.	Obligation	Payable	Payment	Balance	
			(a)	(b)	(c)	Not Yet Due (a-b)	Due and Demandable (b-c)
	Obligations		Php 7,400.00			Php 7,400.00	
	Totals		Php 7,400.00			Php 7,400.00	