

STF

BUDGET UTILIZATION REQUEST AND STATUS				No.: _____		
VISAYAS STATE UNIVERSITY				Date: _____		
Visca, Baybay City, Leyte				Fund: NSTP-CWTS		
Payee:	BELLEN, JOY A. et. Al.					
Office:						
Address:	Visca, Baybay City, Leyte					
Responsibility Center	Particulars	MFO/PAP	UACS Code / Expenditure	Amount		
NSTP-CWTS	CWTS Training Staff/Coordinators for the Month of AUGUST to DECEMBER 2021 in the total amount of.....			55,000.00		
Total				55,000.00		
Certified: Charges to appropriation/allotment necessary, lawful and under my direct supervision and supporting documents valid, proper and correct. Signature:  Printed Name: JOY A. BELLEN Position: CWTS Coordinator Date: _____		Certified: Allotment available and obligated for the purpose/adjustment necessary as indicated above. Signature: _____ Printed Name: ALICIA M. FLORES Position: Head, Budget Unit/Authorized Representative Date: _____				
STATUS OF OBLIGATION						
Reference			Amount			
Date	Particulars	ORS/JEV/RCI/RAD Al No.	Obligation	Payment	Not Yet Due	Due and Demandable
			55000.00			55000.00
Totals						55000.00

8. Dorneo, Andrea Marie T.

9. Gonzaga, Marc Denver

10. Oppus, Beatriz Nicolle A.

11. Cruz, Crislin B.



CERTIFICATION

To Whom It May Concern:

THIS IS TO CERTIFY THAT the following names served as CWTS Training Staff/Faculty Coordinator of the VSU Civic Welfare Training Service Program (CWTS) for the Month of AUGUST to DECEMBER 2021, 1st Semester SY:2021-2022. Their services were **very satisfactory** and made our implementation of the CWTS program smooth and effective.

- 1 Bellen, Joy A.
- 2 Cruza, Jhadi A.
- 3 Amestoso, Felix John T.
- 4 Dampios, Marlon V.
- 5 Ebit, Philip Caesar L.
- 6 Ceniza, Lorraine Cristy E.
- 7 Balaresia, Jean M.
- 8 Borneo, Andrea Marie F.
- 9 Gonzaga, Marc Denver
- 10 Oppus, Beatriz Nicolle A.
- 11 Cruz, Crislin B.

This certification is issued for the purpose of processing their respective honorarium.


JOY A. BELLEN
CWTS Coordinator

NATIONAL SERVICE TRAINING PROGRAM OFFICE

Period: AUGUST-DECEMBER 2021

Certified:
Each person whose name appears
in this roll has been paid the amount his
name after identifying him.

Certified:

Each person whose name appears in this roll has been paid the amount his name after identifying him.

QUEEN-EVER Y. ATUPAN
Head, Cash Division

JOY A. BEYLEN
CWTS Coordinator



VISAYAS
STATE UNIVERSITY



OFFICE OF THE DIRECTOR OF NSTP

Visca, Baybay City, Leyte

Email: nstp@vsu.edu.ph

Website: vsu.edu.ph

September 16, 2021

EDGARDO E. TULIN

President

Visayas State University

THROUGH: **ALELI A. VILLOCINO**

Vice-President for Students Affairs and Services

Visayas State University

Dear Dr. Tulin:

In view of the large size of enrollment in the Civic Welfare Training Services (CWTS) for this School Year 2021-2022, I respectfully recommend the appointment of the following Training Staff of the CWTS this First Semester, S.Y.: 2021-2022. Attached is the list of the Training Staff.

As Training staff, will have the following functions:

1. Assist the NSTP Director and CWTS Coordinator in the planning and implementation of the CWTS;
2. Coordinate one (1) team or section consisting of more or less than one hundred (100) students;
3. Conduct consultation meeting virtually with the students belonging to the team assigned every Saturday morning;
4. Train the students to craft and evaluate community engagement project proposal.
5. Check and record the students submitted assignment/output and or examination; and
6. Compute and submit the grades of the students belonging to the assigned section;

I further recommend that the Training Staff be given three (3) workload units per semester for the services rendered during weekend and a monthly overtime fee of one thousand Pesos (Php1,000.00) each per month, charged to the NSTP-CWTS fund.

I hope this recommendation merits your kind approval.

Very truly yours,

JOY A. BELLEN
Coordinator, CWTS

Noted:

MANOLO B. LORETO, JR.
Director, NSTP Office

Recommending Approval:

ALELI A. VILLOCINO
VP for Students Affairs and Services

Approved:

EDGARDO E. TULIN
President



VISAYAS
STATE UNIVERSITY



OFFICE OF THE DIRECTOR OF NSTP
Visca, Baybay City, Leyte
Email: nstp@vsu.edu.ph
Website: vsu.edu.ph

CIVIC WELFARE TRAINING SERVICES
LIST OF TRAINING STAFF
(1st Semester, SY: 2021-2022)

	Name	Team
1	Alajas, Erna Mae	Excellence
2	Amestoso, Felix John	Temperance
3	Balaresia, Jean	Honesty
4	Bellen, Joy A.	Creativity
5	Bitanghol, Honeylyn	Obedience
6	Borneo, Andrea Marie	Resilience
7	Cabelin, Romnic Amen	Fortitude
8	Ceniza, Lorrain Cristy	Responsibility
9	Cruz, Crislyn B.	Industry
10	Cruza, Jhadi A.	Justice
11	Dampios, Marlon V.	Loyalty
12	Domingo, Precious C.	Prudence
13	Ebit, Philip Caesar L.	Trustworthy
14	Gaviola, John Christian	Harmony
15	Gonzaga, Marc Denver	Integrity
16	Gulles, John Allan A.	Innovative
17	Oppus, Beatriz Nicole	Perseverance
18	Palma, Danica Ann	Sincerity
19	Tapayan, Evangeline	Charity
20	Velasco, Liza	Relevance


JOY A. BELLEN
Coordinator, CWTS