

OBLIGATION REQUEST AND STATUS**VISAYAS STATE UNIVERSITY**

Visca, Baybay City, Leyte

No: MOOE 02-101101-2022

Date: _____

Fund: _____

Payee **Anthony Borneo**Office **Motor Pool/PPO**

Address _____

Responsibility Center	Particulars	MFO/PAP	UACS Code/Expenditures	Amount
	Payment of Per Diem...		5020101000	450.00
	TOTAL			450.00

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 **GUINALDO FERNANDEZ Jr.**Position **BOR and University Secretary**

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 02-101101-2022	450.00		450.00	
	TOTALS					

TOTAL 450.00

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)


ANTHONY BORNEO
MARLON G. BURLAS

Supervisor

Approved by: (Head of Agency)

EDGARDO E. TULIN
 President