

OBLIGATION REQUEST AND STATUS**VISAYAS STATE UNIVERSITY**

Visca, Baybay City, Leyte

No: MOOE 02-101101-2022

Date: _____

Fund: _____

Payee	Michael Managbanag
Office	Motor Pool/PPO
Address	

Responsibility Center	Particulars	MFO/PAP	UACS Code/Expenditures	Amount
	Payment of Per Diem...		5020101000	600.00
TOTAL				600.00

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

ALELI A. VILLOCINO

Position

VP for Students Affairs & Services

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	600.00		600.00	
		TOTALS				

TOTAL						600.00

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)

MICHAEL MANAGBANAG

Approved by: (Head of Agency)

MARLON G. BURLAS

Supervisor

EDGARDO E. TULIN

President