



VISAYAS STATE UNIVERSITY

Visca, Baybay, Leyte

Date: January 6, 2022

Name : Peter Ben Laurice H. Urdaneta
Designation : Admin. Aide III Signature
Destination : Ormoc City
Date of Travel : January 6, 2022

Purpose : To submit documents to Philhealth and to
deliver checks to diff. Ormoc Suppliers.

Estimated Expenses _____
Source of Funds _____

Transportation:
() College Vehicle
() Public Conveyance

QUEEN-EVER Y. ATUPAN

Sup. Admin Officer

RECOMMENDING APPROVAL:

Atty. Rysan C. Guinocor
OIC Director, ODAS

In-charge of funds (If other than the
Dept/Office Head)

Dir. Of Instruction/Res. & Ext.

APPROVED:

Edgardo E. Tulin
President

c o Records Division
Accounting Office
Requisitioner



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