



VISAYAS STATE UNIVERSITY
Visca, City of Baybay, Leyte

TRAVEL REQUEST

June 6, 2022

DATE

NAME CHARIS B. LIMBO		SIGNATURE 	
DESIGNATION Director, IHK			
DESTINATION Cagayan de Oro City, Bukidnon & Davao			
DATE OF TRAVEL June 13-17, 2022			
PURPOSE Benchmark on the existing DRRM Plan of the University of Science and Technology of Southern Philippines (USTSP) and Bukidnon State University (BukSU), CMU and Central 911 Davao.			
ESTIMATED EXPENSES P9,140.00			
SOURCE OF FUNDS University Centralized Funds			
TRANSPORTATION		<input checked="" type="radio"/> UNIVERSITY VEHICLE	<input type="radio"/> PUBLIC CONVEYANCE
SIGNATURE OF IMMEDIATE SUPERVISOR BAYRON S. BARREDO Dean, College of Education			
RECOMMENDING APPROVAL N/A (DEPT. HEAD/CHAIRMAN) N/A (IF OTHER THAN DEPT./OFFICE HEAD) DANIEL LESLIE S. TAN VP, Administration and Finance, Chairman, CMC			
APPROVED EDGARDO E. TULIN University President			

cc: Records Division
Accounting Division
Requisitioner

anning to conduct a benchmarking activity on
agement (DRRM) plan at the University of
es (USTSP) in Cagayan de Oro City and
ay City to come up with a DRRM plan in our
designing, implementing, and evaluating our

MC, wanted to ask permission from your good
gether with OUDRRM personnel to travel and
ve-mentioned State Universities in Bukidnon

as well as the names of personnel who will

eration of this request.