



VISAYAS STATE UNIVERSITY
Visca, Baybay, Leyte

Date: Jan. 19, 2022

Name : Peter Ben Laurice H. Urdaneta
Designation : Admin. Aide III Signature
Destination : Ormoc City
Date of Travel : 01/19/2022

Purpose : To Pick-up Pag-ibig remittance 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



VISAYAS STATE UNIVERSITY
Visca, Baybay, Leyte

Date: Jan. 19, 2022

Name : Peter Ben Laurice H. Urdaneta
Designation : Admin. Aide III Signature
Destination : Ormoc City
Date of Travel : 01/19/2022

Purpose : To Pick-up Pag-ibig remittance 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 Tulin
President

c o Records Division
Accounting Office
Requisitioner