Vis CA F arm No. 1 (Travel Request) Rev. Feb. 1984 ViSCA Form No. 1 (Travel Request)

Rev. Feb. 1984

VISAYAS STATE UNIVERSITY

Visca, Baybay, Leyte

Date: Jan. 19, 2022



VISAYAS STATE UNIVERSITY

Visca, Baybay, Leyte

Date: Jan. 19, 2022

	Date: Jan. 19, 2022	Ž.		1
Name	: Peter Ben Laurice H. Urdaneta	Name	: Peter Ben Laurice H. Urdaneta : Admin. Aide III	Signature
Designation	: Admin. Aide III Signature	Designation		
Destination	: Ormoc City	Destination	: Ormoc City	
Date of Travel	: 01/19/2022	Date of Travel	: 01/19/2022	
Date of Have			and to de	aliver
D	: To Pick-up Pag-ibig remittance and to deliver	Purpose	: To Pick-up Pag-ibig remittance and to de	Elivei
Purpose	checks to diff. Ormoc Suppliers.		checks to diff. Ormoc Suppliers.	
	checks to diff. Office supplies		3	
Estimated Expenses		Estimated Expenses		
Source of Fur		Source of Fu	nds	-
		Transportation	on:	
Transportatio				
			() College Vehicle	
	() Public Conveyance		() Public Conveyance	
	QUEEN-EVER Y. ATUPAN Sup. Admin Officer		QUEEN EVER N. ATUPAN Sup. Admin Officer	N
RECOMMENDING APPROVAL: Atty. Rysan C. Guinocor		RECOMMENDING APPROVAL: Atty. Rysan C. Guinocor		
	OIC Director, ODAS	•	OIC Director, ODAS	
	In-charge of funds (If other than the Dept/Office Head)		In-charge of funds (If other than the Dept/Office Head)	e
	Dir. Of Instruction/Res. & Ext.		Di Of Instruction /Doc 9: E	Evt
			Dir. Of Instruction/Res. & E	
	APPROVED:		APPROVED:	
	Edgardo E. Tulin President		Edgardo Ti	ulin

c o Records Division

Accounting Office

Requisitioner

c o Records Division

Accounting Office

Requisitioner