

**BUDGET UTILIZATION REQUEST AND STATUS
VISAYAS STATE UNIVERSITY**

Visca, Baybay City, Leyte

No.:

Date:

January 12, 2022

Fund:

Payee:

VSU FUEL STATION

Office:

Address:

VSU, Visca, Baybay City, Leyte

Responsibility
Center

Particulars

MFO/PAP

UACS Code /
Expenditure

Amount

TP.UF.009

PAYMENT of 100 liters of gasoline and 100 liters
diesel as per papers attached in the amount of....

100000000

5020301000

P

11,700.00

TOTAL

P

11,700.00

A

Certified: Charges to appropriation/allotment
necessary, lawful and under my direct supervision
and supporting documents valid, proper and

Signature

Printed Name

DHENBER C. LUSANTA

Position

OIC Director, Eco FARM

Date

January 12, 2022

B

Certified: Allotment available and obligated for the
purpose/adjustment necessary as
indicated above

Signature

Printed Name

ALICIA M. FLORES

Position

Administrative Officer III

Date

OIC Head, Budget Unit/Authorized Representative

C

STATUS OF OBLIGATION

Reference

Amount

Date

Particulars

ORS/JEV/RCI/RAD
AI No.

Obligation

Payment

Not Yet Due

Due and
Demandable

Obligations

P 11,700.00

P 11,700.00

TOTALS

P 11,700.00

P 11,700.00

Republic of the Philippines
VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

DISBURSEMENT VOUCHER

FUND CLUSTER:

MODE OF PAYMENT

MDS CHECK

COMMERCIAL CHECK

ADA

OTHERS _____

DATE: 1/12/22

DVD NO.:

PAYEE/OFFICE

VSU FUEL STATION

TIN/Employee No.

OS/BUS No:

ADDRESS:

VSU, Visca, Baybay City, Leyte

PARTICULARS

RESPONSIBILITY
CENTER

MFO/PAP

AMOUNT

For the payment of 100 liters of gasoline and
100 liters of diesel as per papers attached
in the amount of...

TP.UF.009

P 11,700.00

AMOUNT DUE

P 11,700.00

A

CERTIFIED: Expenses/Cash Advance necessary, lawful and incurred under my direct supervision.

DHENBER C. LUSANTA
OIC Director, Eco-FARMI

B

ACCOUNTING ENTRY:

ACCOUNT TITLE

UACS CODE

DEBIT

CREDIT

C

CERTIFIED:

- ☐ Cash available
☐ Subject to Authority to Debit Account (when applicable)
☐ Supporting documents complete and amount claimed

SIGNATURE

PRINTED NAME

ALICIA M. FLORES

POSITION

OIC HEAD, BUDGET UNIT

(Head, Accounting Unit/Authorized Representative)

D

APPROVED FOR PAYMENT:

SIGNATURE

PRINTED NAME

EDGARDO E. TULIN

POSITION

President

(Agency Head/Authorized Representative)

E

RECEIPT OF PAYMENT:

JEV NO.

CHECK / ADA
NO.:

DATE:

BANK NAME & ACCOUNT NUMBER

SIGNATURE:

VSU FUEL STATION

DATE:

PRINTED NAME:

DATE:

OFFICIAL RECEIPT NO. & DATE/OTHER DOCUMENTS:

REQUISITION AND ISSUE SLIP

VISAYAS STATE UNIVERSITY
AGENCY

DIVISION :	RESPONSIBILITY CENTER	RIS NO.	DATE 1/12/22
OFFICE Eco-FARMI	CODE	SAI NO.	DATE

REQUISITION			ISSUANCE			
Stock Number	UNIT	DESCRIPTION	QTY.	UNIT PRICE	TOTAL VALUE	BALANCE
1	liter	Gasoline	100	65.00	6,500.00	
2	liter	Diesel	100	52.00	5,200.00	
Charged to: TP.UF.009						
CERTIFIED as to the availability of of appropriation in the amount of P _____ within 45 days period.						
ALICIA M. FLORES Head, Budget Office						
TOTAL					11,700.00	

PURPOSE: For TP.UF project

SIGNATURE NAME DESIGNATION DATE	REQUESTED BY	APPROVED BY	ISSUED BY	RECEIVED BY
	DHENBER C. LUSANTA	EDGARDO E. TULIN		
	PROJECT LEADER	President		
	12-Jan-22			