

BUDGET UTILIZATION REQUEST AND STATUS					No.:	
VISAYAS STATE UNIVERSITY					Date: February 15, 2022	
Visca, Baybay City, Leyte					Fund:	
Payee:	Anthony L. Borneo					
Office:	HELVMU/GSD					
Address:	VSU					
Responsibility Center	Particulars	MFO/PAP	UACS Code / Expenditure	Amount		
	Payment of per diem...			450.00		
	Total			450.00		
A Certified: Charges to appropriation/allotment necessary, lawful and under my direct supervision and supporting documents valid, proper and legal. Signature: _____ Printed Name: Guinaldo C. Fernandez Jr. Position: Univ. Secretary Date: _____		B Certified: Allotment available and obligated for the purpose/adjustment necessary as indicated above. _____ Alicia M. Flores HEAD, BUDGET OFFICE				
C STATUS OF OBLIGATION						
Reference			Amount			
Date	Particulars	ORS/JEV/RCI/RADAI No.	Obligation	Payment	Not Yet Due	Due and Demandable
	obligation		450.00		450.00	
	Totals					

rating scale below:

5 – Excellent



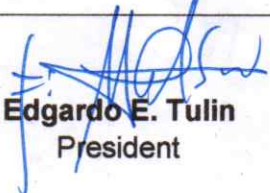
4 – Very Good

3 – Good

2 – Fair

1 – Poor

Criteria/evaluation statement	Rating					Comments
	5	4	3	2	1	
I. Work Performance						
1. Performance of all mandated functions as listed						

TOTAL	P450.00
I hereby certify that (1) I have reviewed the foregoing itinerary, (2) the travel is necessary to the service, (3) the period covered is reasonable, and (4) the expenses claimed are proper.	
<div style="text-align: center;">  Marlon G. Burlas (IMMEDIATE SUPERVISOR) </div>	<div style="text-align: center;"> Prepared by:  Anthony L. Borneo </div> <div style="text-align: center; margin-top: 20px;"> APPROVED:  Edgardo E. Tulin President </div>