



VISAYAS STATE UNIVERSITY  
Visca, Baybay City, Leyte

TRAVEL REQUEST / ORDER

Date: Nov. 25, 2022

GWENDOLIN H. OMALAY  
(Name)

*G. Omalay*  
(Signature)

Designation: MSAGEC 1 Student

Destination: Quezon City

Date of travel: Nov. 27-29, 2022

Purpose: Attend the 9<sup>th</sup> Monitoring and Evaluation (M & E) Network Forum

Estimated Expenses (P): \_\_\_\_\_

Source of Funds: STF-Student Welfare Fund

Transportation:

- ☐ College Vehicle  
☒ Public Conveyance

NOTED/VERIFIED: *[Signature]*

MARIA HAZEL I. BELLEZAS  
Immediate Supervisor/Office Head

RECOMMENDING APPROVAL:

*[Signature]*  
MOISES NEIL V. SERINO  
College Dean

~~ALELI A. VILLOCNO~~  
In-Charge of Funds  
(If other than Head/Office Head)

*ANABELLA P. TULIN*  
~~ALELI A. VILLOCNO~~  
VP for Student Affairs & Services  
Dean, Graduate School

APPROVED:

EDGARDO E. TULIN  
University President