



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

**DISBURSEMENT VOUCHER**

FUND CLUSTER:

☐ MDS CHECK ☐ COMMERCIAL CHECK ☐ ADA ☐ OTHERS \_\_\_\_\_

DATE: 12/2/2022

DVD NO.:

PAYEE/OFFICE

**LILIBETH VICTORIA V. PAGALAN**

TIN/Employee No.

OS/BUS No:

ADDRESS:

VSU, Visca, Baybay City, Leyte

PARTICULARS	RESPONSIBILITY CENTER	MFO/PAP	AMOUNT
REPLENISHMENT OF PETTY CASH FUND for the purchase of supplies and materials as per papers attached amounting to..	TP.UF.009		P 2,576.00

**A** CERTIFIED: Expenses/Cash Advance necessary, lawful and incurred under my direct supervision. AMOUNT DUE → P 2,576.00

**DHENBER C. LUSANTA**  
OIC, Eco-FARMI

**B** ACCOUNTING ENTRY:

ACCOUNT TITLE	UACS CODE	DEBIT

**C** CERTIFIED:

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

SIGNATURE

PRINTED NAME

POSITION

**NICK FREDDY R. BELLO**  
OIC HEAD, ACCOUNTING OFFICE  
(Head, Accounting Unit/Authorized Representative)

DATE

**D** APPROVED FOR PAYMENT:

SIGNATURE

PRINTED NAME

POSITION

DATE

**EDGARDO E. TULIN**

President

(Agency Head/Authorized Representative)

**E** RECEIPT OF PAYMENT:

CHECK / ADA NO.:

DATE:

BANK NAME & ACCOUNT NUMBER:

SIGNATURE:

**LILIBETH VICTORIA V. PAGALAN**

DATE:

PRINTED NAME:

OFFICIAL RECEIPT NO. & DATE/OTHER DOCUMENTS:

# PURCHASE REQUEST

Visayas State University

AGENCY

DEPT./OFFICE **Eco-FARMI**

PR NO.

DATE 12/2/2022

SECTION

SAI NO.

DATE

STOCK  
NO.

UNIT

ITEM DESCRIPTION

QUANTI  
TY

UNIT COST

TOTAL COST

1

Analgin, 50 ml

2

Oxytocin

3

Baytril

4

pcs

Tire, 20x2

2

340.00

5

sack

Rice bran used for training

1

500.00

6

sack

Rice bran used for training

1

500.00

523.00

176.00

197.00

680.00

500.00

500.00

XX

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Charged to: TP.UF.009

CERTIFIED as to the availability  
of appropriation in the amount  
of P \_\_\_\_\_ within  
45 days period.

TOTAL

2,576.00

PURPOSE:

For Project Use.

SIGNATURE

REQUESTED BY

APPROVED BY

PRINTED NAME

LILIBETH VICTORIA V. PAGALAN

DESIGNATION

Staff, Eco-FAARMI

EDGARDO E. TULIN

President