

BUDGET UTILIZATION REQUEST AND STATUS VISAYAS STATE UNIVERSITY Visca, Baybay City, Leyte				
No.:		01-206441-2021-12		
Date:		December 9, 2021		
Fund:		STF: TF-SD		
Payee:	Mr. Genaro Atchecoso, Mr. Arnel P. Oquias, & Mr. Bryan M. Ponce			
Office:	Office of the Dean of Students			
Address:	VSU, Visca Baybay, City Leyte			
Responsibility Center	Particulars	MFO/PAP	UACS Code / Expenditure	Amount
	PAYROLL (DECEMBER 1-15, 2021)	100000000	5021299000	16,602.
	Total			16,602.

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

Signature:

Printed Name:

MANOLO B. LORETO, JR.

Position:

Dean of Students

Date

B Certified:

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

ALICIA M. FLORES

OIC, Budget Office

C STATUS OF OBLIGATION						
Reference			Amount			
Date	Particulars	ORS/JEV/RCI/RADAI No.	Obligation	Payment	Not Yet Due	Due and Demandable
Dec. 9, 2021	obligation	01-206441-2021-12	16,602.00		16,602.00	
	Totals		16,602.00		16,602.00	



ACCOMPLISHMENT ACCEPTANCE AND INSPECTIONS REPORT

To Whom It May Concern:

This is to certify that **Mr. Genaro Atchecoso, Mr. Arnel P. Oquias, and Mr. Bryan M. Ponce Job Order Worker** (Carpenter/Laborer) of Student Dormitories c/o ODS, have rendered carpentry, plumbing & electrical works of 26 Dormitories & Cottages and performs other functions assigned by the Dean of Students for the period of December 1-15, 2021.

The undersigned, therefore, accepts the accomplished job as inspected with satisfactory rating.

Done this 9th day of **December 2021** at VSU, Visca, Baybay City, Leyte.





















MANOLO B. LORETO, JR.

Dean of Student

DAILY TIME RECORD

JOB ORDER

Name: Mr. Genaro Atchecoso
 Position: Carpenter/Laborer
 For the Period: December 1-15, 2021

Date	Morning		Signature	Afternoon		Signature
	In	Out		In	Out	
1	7:58	12:02		12:50	503	
2	7:59	12:02		12:37	502	
3	7:58	12:03		12:58	502	
4						
5						
6	7:59	12:02		12:57	503	
7	7:58	12:03		12:58	503	
8						
9	7:57	12:03		12:58	502	
10	7:58	12:02		12:58	503	
11						
12						
13	7:58	12:02		12:58	502	
14	7:59	12:03		12:57	503	
15	7:58	12:02		12:59	501	
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
TOTAL	0	days				





















Certified Correct:


MANOLO B. LORETO, JR.
 Immediate Superior


DAILY TIME RECORD

JOB ORDER

Name: Mr. Arnel P. Oquias
 Position: Carpenter/Laborer
 For the Period: December 1-15, 2021

Date	Morning		Signature	Afternoon		Signature
	In	Out		In	Out	
1	7:40	12:01		12:50	5:01	
2	7:45	12:02		12:45	5:02	
3	7:40	12:01		12:50	5:01	
4						
5						
6	7:45	12:02		12:55	5:01	
7	7:50	12:01		12:50	5:01	
8						
9	7:50	12:02		12:40	5:02	
10	7:45	12:01		12:45	5:01	
11						
12						
13	7:40	12:01		12:50	5:01	
14	7:50	12:01		12:45	5:02	
15	7:55	12:01		12:50	5:01	
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
TOTAL	10	days				





















Certified Correct:


MANOLO B. LORETO, JR.
 Immediate Superior


DAILY TIME RECORD

JOB ORDER

Name: Mr. Bryan M. Ponce
 Position: Carpenter/Laborer
 For the Period: December 1-15, 2021

Date	Morning		Signature	Afternoon		Signature
	In	Out		In	Out	
1	7:35	12:02		12:57	5:05	
2	7:40	12:03		12:56	5:03	
3	7:38	12:02		12:55	5:04	
4						
5						
6	7:44	12:01		12:58	5:05	
7	7:43	12:03		12:59	5:03	
8						
9	7:42	12:04		12:56	5:01	
10	7:39	12:05		12:57	5:02	
11						
12						
13	7:41	12:02		12:58	5:05	
14	7:37	12:01		12:54	5:02	
15	7:39	12:02		12:56	5:01	
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
TOTAL	10 days					

Certified Correct:


MANOLO B. LORETO, JR.
 Immediate Superior

We acknowledge receipt of the sum show opposite our names as full compensation for services rendered.

								December 1-15, 2021					
N A M E	Wage/day or Wage/month	No. of Days	FUND CHARGING	GROSS AMOUNT	PAG-IBIG				WITHHOLDING TAX	NET AMOUNT	SIGNATURE		
					PREMIUM	MP2	Mult-Purpose Loan (MPL)	Calamity Loan (CAL)					
1.) Atchecoso, Genaro	553.40	10.00	STF	5,534.00						5,534.00			
2) Oquias, Arnel P..	553.40	10.00	STF	5,534.00	100.00					5,434.00			
3.) Ponce, Bryan M.	553.40	10.00	STF	5,534.00	100.00					5,434.00			
X-X-X-X-X-X-X-X-X-X-X-X-										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
										-			
TOTAL				16,602.00	200.00					-			

APPROVED FOR PAYMENT:

QUEEN-EVER Y. ATUPAN
HEAD, CASH DIVISION