



VISAYAS STATE UNIVERSITY  
Visca, Baybay City, Leyte

TRAVEL REQUEST / ORDER

Date: March 19, 2024

Ma. Fe O. Basco

(Name)

(Signature)

Designation: BSEcon 3 Student

Destination: Tacloban City

Date of travel: March 23, 2024

Purpose: Attend the Junior Philippine Economics  
Society Regional Economics Convention for  
Visayas.

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

Source of Funds: Personal

Transportation:

- ☒ College Vehicle  
☐ Public Conveyance

NOTED/VERIFIED:

ZYRA MAY H. CENTINO

Immediate Supervisor/Office Head

RECOMMENDING APPROVAL:

MOISES NEIL V. SERINO

College Dean

In-Charge of Funds  
(If other than Head/Office Head)

ALELI A. VILLOCINO  
VP for Student Affairs & Services

APPROVED:

PROSE IVY G. YEPES  
University President