


<b>OBLIGATION REQUEST AND STATUS</b>				Serial No. : _____			
VISAYAS STATE UNIVERSITY Entity Name				Date : August 16, 2024			
				Fund Cluster : 304000000			
Payee	SALOMA B. GISULGA						
Office	Institute for Strategic Research and Development Studies (ISRDS)						
Address	Visayas State University, Visca, Baybay City, Leyte						
Responsibility Center	Particulars	MFO/PAP	UACS Object Code	Amount			
ISRDS BIDANI	REIMBURSEMENT - travel (Aug., 2024) X-X-X-X-		50201010 00	480.00			
Total				480.00			
A.	<b>Certified:</b> Charges to appropriation/alloment are necessary, lawful and under my direct supervision; and supporting documents valid, proper and legal		B.	<b>Certified:</b> Allotment available and obligated for the purpose/adjustment necessary as indicated above			
Signature :  Printed Name: <b>LILIAN B. NUÑEZ</b> Position : Asso. Prof/Director Head, Requesting Office/Authorized Representative Date : _____		Signature : _____ Printed Name: <b>ALICIA M. FLORES</b> Position : Admin. Officer V Head, Budget Division/Unit/Authorized Representative Date : _____					
C.	<b>STATUS OF OBLIGATION</b>						
Reference			Amount				
Date	Particulars	ORS/JEV/Check/ ADA/TRA No.	Obligation	Payable	Payment	Balance	
						Not Yet Due	Due and Demandable
			(a)	(b)	(c)	(a-b)	(b-c)

Name: **SALOMA B. GISULGA** Position: Science Research Specialist Monthly Salary : P 33,949.00

Official Station: BIDANI, ISRDS, VSU, Baybay City, Leyte Residence: Pangasugan, Baybay City, Leyte

Purpose of Travel: Please see attached travel orders.

Date	Places to be Visited	TIME		EXPENSES			
		Departure	Arrival	Means	Fare	Per Diem/ Incidental	Total Amount
Aug 1, 2024	VSU- Hilongos	7:30am	9:30am	PUV	100.00		100.00
	Hilongos- VSU	1:30pm	3:45pm	PUV	100.00		100.00
Aug 9, 2024	VSU- Baybay terminal	8:00am	8:30am	PUV	20.00		20.00
	Terminal-City Hall	8:30am	8:45am	PUV	20.00		20.00
	City Hall - terminal	4:30pm	4:45pm	PUV	20.00		20.00
	Baybay- VSU	5:00pm	5:30pm	PUV	20.00		20.00
Aug 15, 2024	VSU- Hilongos	7:30am	9:30am	PUV	100.00		100.00
	Hilongos- VSU	1:30pm	3:45pm	PUV	100.00		100.00
TOTAL							480.00

I 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.

  
**LILIAN B. NUÑEZ**  
BIDANI Program Leader

Prepared by:

  
**SALOMA B. GISULGA**  
Official Employee

Approved by:

  
**PROSE IVY G. YEPES**  
President