

BUDGET UTILIZATION REQUEST AND STATUS				No.: _____	
VISAYAS STATE UNIVERSITY				Date: <u>February 23, 2022</u>	
Visca, Baybay City, Leyte				Fund: _____	
Payee:	Anthony L. Borneo				
Office:	HELVMU/GSD				
Address:	VSU				
Responsibility Center	Particulars	MFO/PAP	UACS Code / Expenditure	Amount	
	Payment of per diem...			300.00	
	Total			300.00	
A Certified: Charges to appropriation/allotment necessary, lawful and under my direct supervision and supporting documents valid, proper and legal. Signature: _____ Printed Name: Celso Sacro Position: Cash Division Date: _____		B Certified: Allotment available and obligated for the purpose/adjustment necessary as indicated above. _____ Alicia M. Flores HEAD, BUDGET OFFICE			
STATUS OF OBLIGATION					
Reference			Amount		
Date	Particulars	ORS/JEV/RCI/RADAI No.	Obligation	Payment	Not Yet Due
	obligation		300.00		300.00
	Totals				

- f. Secondment to other agencies/organization
 g. Benchmarking in other SUCs of their best practices


3. Are you willing to accept additional costs?
☒ Others: _____

Trip Ticket

Respectfully submitted:


ANTHONY L. BORNEO
 Employee

On evidence and information of which I have knowledge, the travel was actually undertaken.


MARLON G. BURLAS
 Supervisor