

## OFFICE OF THE DIRECTOR FOR PHYSICAL PLANT

Visca, Baybay City, Leyte, PHILIPPINES Telefax: 1041(LOCAL)

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## TRIP TICKET

Date Filed September 2022		iber 30, Trip N		Trip Numbe	er :						
Oct			October 04-06,		Destination		acloban C	City		- - ,	
Departure Time : 5:00 AM		M		Driver will report to		epartment of Agronomy					
Purpose	_ :				RRI for visitin . 06, 2022 @	ng Internation 3 pm.	alization l	Project in	VSU and	_	
Head of Party:  Passangers  Department/Office/Center/Project  Contact Number(										lumbor(c)	
Passengers				Department/Office/Cente			er/Project Contact Number(s)				
Mary Louise Mendoza     2.				IRRI							
3.				-							
4.											
5.											
6. 7.				-							
*For more than (10) passengers, use separate sheet.											
Vehicle Type:  Vehicle Plate No.:				BUELVO	n	Requesting party:  ED ALLAN L ALCOBER					
		9						Faci	ulty		
Dispatched:			Rec	commended: Apr			proved:				
AMIEL R. ARMADA				MARLON G. BURLAS			MARIO LILIO P. VALENZONA				
				Motor Pool Services Head			(Director/Center Director/Agency Head)				
Maintenance in Charge Motor Pool Services Head (Director/Center Director/Agency Head)											
INSTRUCTIONS: Drivers shall fill in this part properly. Drivers are accountable for and are responsible for reporting any vehicle											
damage, defects and accidents immediately											
Trip Ticket Issued/Received				Vehicle Co (Before Ti				parture/ me Out	Odometer/Mileage Out		
				Vahiala Oa	- diti	5 10 L L Amiral		rrival/			
Date Returned				Vehicle Co (After Tra		101 (400) (100) (100)		rrival/ ime In	Odometer/Mileage In		
				(riitoi 171							
Was the nassan	ner/s	Was ther	a any n	urchasad				T			
Was the passenger/s following the call time & of fuel/lubric VSU Campu			oricant o	outside		icle involved in accident while in your custody?		Was the vehicle used other than official government business?			
□Yes	□No	☐ Yes (Specify)	☐ Yes (Specify) ☐ No		☐Yes (Spec	ecify)		☐Yes (Specify)		□No	
Driver's Name & Signature Filled in by the Head of Party or Requesting Party											
This vehicle will be used for official				Service Satisfaction				Driver's OVER ALL RATING			
government business only. I have				☐ 1. Not Satisfied				☐ 1 Poor ☐ 2 Fair			
reviewed and complied with rules &				☐2. Slightly Satisfied				□ 3 Good □ 4 Very Good			
regulations regarding the use of Government-Owned Vehicle.			-	☐ 3. Moderately Satisfied				5 Excellent			
Cotoninon-Otthod Venicio.				☐ 4. Very Satisfied				Comments & Suggestions			
•				☐ 5. Extremely Satisfied			1				
ANDREO	P. VILLO	CINO									
SIGNATURE OVER PRINTED NAME				Name and Signature							
							1				

Vision:

A globally competitive university for science, technology, and environmental

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Development of a highly competitive human resource, cutting-edge scientific knowledge Mission:

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and innovative technologies for sustainable communities and environment.