
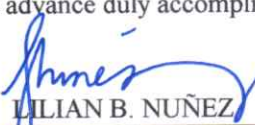
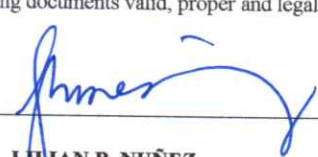


LIQUIDATION REPORT Period Covered February 11-13, 2024		Serial No.: _____ Date: August 16, 2024
Entity Name : MELODINA P. EDULLANTES Fund Cluster : GF BIDANI Fund		Responsibility Center Code: ISRDS
PARTICULARS	AMOUNT	
LIQUIDATION OF CASH ADVANCE-TRAVEL July 24-27, 2024 Manila	18260.00	
TOTAL AMOUNT SPENT		19170.00
AMOUNT OF CASH ADVANCE PER DV NO. _____ DTD. _____		18260.00
AMOUNT REFUNDED PER OR NO. _____ DTD. _____		0.00
AMOUNT TO BE REIMBURSED		910.00
A Certified: Correctness of the above data  MELODINA P. EDULLANTES	B Certified: Purpose of travel / cash advance duly accomplished  LILIAN B. NUÑEZ	C Certified: Supporting documents complete and proper NICK FREDDY R. BELLO
Signature over Printed Name Claimant	Signature over Printed Name Immediate Supervisor	Signature over Printed Name Head, Accounting Division Unit
Date: _____	Date: _____	JEV No.: _____ Date: _____

OBLIGATION REQUEST AND STATUS				Serial No. : _____			
VISAYAS STATE UNIVERSITY Entity Name				Date : August 16, 2024			
				Fund Cluster : 304000000			
Payee	MELODINA P. EDULLANTES						
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 (July 24-27, 2024) X-X-X-X-X-X-X	BIDANI Ext.01		910.00			
Total				910.00			
A. Certified: Charges to appropriation/allotment are necessary, lawful and under my direct supervision; and supporting documents valid, proper and legal Signature :  Printed Name: LILIAN B. NUÑEZ Position : Asso. Prof/Director Head, Requesting Office/Authorized Representative Date : _____			B. Certified: Allotment available and obligated for the purpose/adjustment necessary as indicated above Signature : _____ Printed Name: ALICIA M. FLORES Position : Admin. Officer V Head, Budget Division/Unit/Authorized Representative Date : _____				
C. STATUS OF OBLIGATION							
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)

ITINERARY OF TRAVEL

Entity Name : **VISAYAS STATE UNIVERSITY**

Fund Cluster: **STF-Extension**

No.: _____

Name : MELODINA P. EDULLANTES Position : Science Research Specialist Official Station : ISRDS				Date of Travel : JULY 24-27, 2023 Purpose of Travel : To attend the BIDANI National SUC Assembly, CLSU, Science City of Munoz, Nueva Ecija				
Date	Places to be visited (Destination)	T I M E		Means of Transportation	Transpor-tation	Per Diem	Others	Total Amount
		Departure	Arrival					
July 24, 2024	Station to Tac. Airport	5:00AM	8:00AM	Van Plane (Round Trip) Taxi Taxi	350	1,800.00		350.00
	Tac. Airport-Mla. Airport	10:00AM	11:50AM					10,590.00
	Mla. Airport-Bus Terminal	1:00PM	3:00PM					300.00
	Bus Terminal-VMO at Visca Manila Office	3:00PM	4:00PM					2,000.00
NOTE: The organizer called to cancel the event due to severe flooding caused by Typhoon Carina								
July 25, 2023	at Visca Manila Office, Pasay City					2,200.00		2,200.00
July 26, 2023	at Visca Manila Office, Pasay City					2,200.00		2,200.00
July 27, 2023	VMO Pasay-Mla. Airport	7:00AM	8:00AM	Taxi Plane Van	300	880.00		300.00
	Mla. Airport-Tac. Airport	10:30AM	12:00P.M					1,230.00
	Tac. Airport-Station	1:00P.M.	4:00PM					350
	x-x-x-x-x-							19,170.00
TOTAL								19,170.00

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
Signature over Printed Name
Immediate Supervisor

Prepared by :

MELODINA P. EDULLANTES
Signature over Printed Name

Approved by:

PROSE IVY G. YEPES
Signature over Printed Name
Agency Head/Authorized Representative

CERTIFICATION OF TRAVEL COMPLETED**Entity Name: VISAYAS STATE UNIVERSITY****Fund Cluster: GF BIDANI**

MARLON G. BURLAS
Director in-Charge

Visayas State University
Station

I HEREBY CERTIFY THAT I have completed the travel as authorized in the Travel Order/Itinerary of Travel No. _____ dated July 24-27, 2024 under conditions indicated below:


- / x / Strictly in accordance with the approved itinerary.
- / / Cut short as explained below. Excess payment in the amount of
P _____ was refunded under O. R. No. _____ dated _____
- / / Extended as explained below, additional itinerary was submitted
- / / Other deviation as explained below.

Explanation or justifications: _____

-see attached sheet-

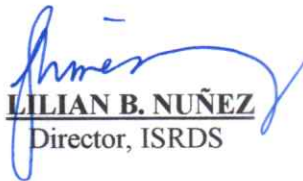
Evidence of travel:

Respectfully submitted:


MELODINA P. EDULLANTES
Name of Employee

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

Approved:


LILIAN B. NUÑEZ
Director, ISRDS

JUSTIFICATION


I, MELODINA P. EDULLANTES, hereby provide this justification in support of the liquidation of my travel expenses. I was on official travel to Central Luzon State University, Nueva Ecija, from July 24-27, 2024, to attend the BIDANI National SUC Assembly: Empowering Partnerships towards Community Nutrition and Resiliency".

Upon arrival at Ninoy Aquino International Airport (NAIA) on July 24, 2024, at 11:50 AM, accompanied by another participant from VSU-Villaba Campus, we proceeded to the Baliwag Terminal, where we were to board a bus to CLSU, Nueva Ecija. However, we received a call from the UPLB-BIDANI staff informing us that the event had been canceled due to severe flooding caused by Typhoon Carina, which had affected the NLEX route to CLSU, as well as most parts of Metro Manila, Northern and Central Luzon. Given the circumstances, we had no choice but to stay at the VSU Manila Office in Pasay City for our safety, while awaiting our return flight, which was scheduled for July 27, 2024, at 10:30 AM.

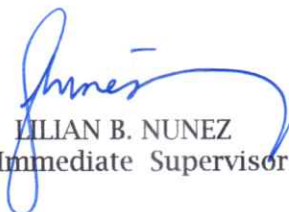
Dr. Clarissa B. Juanico, National Coordinator of the BIDANI Network Program, issued a letter to the VSU President, Dr. Prose Ivy G. Yepes, through Dr. Lilian B. Nuñez, BIDANI Program Leader, notifying her of the cancellation of the BIDANI National SUC Assembly. This letter serves as a certification of my official travel and supports the liquidation of the incurred expenses.

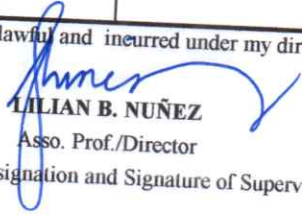
This justification is issued on the 16th day of August 2024 at VSU, Baybay City.

Sincerely,


MELODINA P. EDULLANTES
Employee

Noted:


LILIAN B. NUNEZ
Immediate Supervisor

VISAYAS STATE UNIVERSITY Entity Name				Fund Cluster : Ext.01 GF	
DISBURSEMENT VOUCHER				Date : Aug. 16, 2024 DV No. :	
Mode of Payment		<input type="checkbox"/> MDS Check <input type="checkbox"/> Commercial Check <input type="checkbox"/> ADA <input type="checkbox"/> Others (Please specify)			
Payee		MELODINA P. EDULLANTES		TIN/Employee No.:	
Address		Visayas State University, Visca, Baybay City, Leyte		ORS/BURS No.:	
Particulars		Responsibility Center		MFO/PAP	
To. Liquidation of cash advance for the travel expenses incurred while on official business outside station on August 24-27, 2024 as per supporting papers hereto attached in the amount of ...		Ext 01 GF		50201010 00	
Amount Due				910.00	
A. Certified: Expenses/Cash Advance necessary, lawful and incurred under my direct supervision.					
 LILIAN B. NUÑEZ Asso. Prof./Director Printed Name, Designation and Signature of Supervisor					
B. Accounting Entry:					
Account Title		UACS Code		Debit Credit	
C. Certified:			D. Approved for Payment		
<input type="checkbox"/> Cash available <input type="checkbox"/> Subject to Authority to Debit Account (when applicable) <input type="checkbox"/> Supporting documents complete and amount claimed proper					
Signature		Signature			
Printed Name		Printed Name			
NICK FREDDY R. BELLO		PROSE IVY G. YEPES			
Position		Position			
Accountant II Head, Accounting Unit/Authorized Representative		President Agency Head/Authorized Representative			
Date		Date			
E. Receipt of Payment					
Check/ ADA No. :		Date :		JEV No.	
Signature :		Date :		Bank Name & Account Number:	
				Printed Name:	
				Date	
Official Receipt No. & Date/Other Documents					