

We acknowledge receipt of the sum show opposite our names as full compensation for services rendered.

November 16-29, 2021

NAME	Wage/day or Wage/month	No. of Days	FUND CHARGING	GROSS AMOUNT	PAG-IBIG				WITHHOLDING TAX	NET AMOUNT	SIGNATURE
					PREMIUM	MP2	Mult-Purpose Loan	Calamity Loan (CAL)			
1. Ababat, Nicky V.	553.40	11.00	STF-OP Common Fund	6,087.40						6,087.40	
2. Escasinas, Gilly Mae	553.40	11.00	STF-OP Common Fund	6,087.40						6,087.40	
3. Esco, Ashierah Rhyce	553.40	4.00	STF-OP Common Fund	2,213.60						2,213.60	
4. Villas, Noruel Jay O. (Nov. 1-15) X-X-X-X-X-X-X-X-X-X-X-X-	553.40	11.00	STF-OP Common Fund	6,087.40						6,087.40	
X-X-X-X-X-X-X-X-X-X-X-X-										-	
										-	
										-	
										-	
										-	
										-	
										-	
										-	
TOTAL				20,475.80	-	-	-	-	-	20,475.80	

APPROVED FOR PAYMENT:

**EDGARDO E. TULIN**  
**PRESIDENT**

20,475.80


**CERTIFIED:** Each employee whose names appears above have been paid the amount opposite his/her names.

**QUEEN-EVER Y. ATUPAN**  
**HEAD, CASH DIVISION**

**BUDGET UTILIZATION REQUEST AND STATUS**  
**VISAYAS STATE UNIVERSITY**  
**Visca, Baybay City, Leyte**

No.: 01-206441-2021-11  
 Date: November 29, 2021  
 Fund: STF-OP-Common Fund

Payee:	Ms. Nicky V. Ababat & Company			
Office:	Office of the Dean of Students			
Address:	VSU, Visca Baybay, City Leyte			
Responsibility Center	Particulars	MFO/PAP	UACS Code / Expenditure	Amount
	<b>PAYROLL</b> <b>(November 16-30, 2021)</b>	100000000	5021299000	<b>20,475.80</b>
	<b>Total</b>			<b>20,475.80</b>

<b>A</b> Certified: Charges to appropriation/allotment necessary, lawful and under my direct supervision and supporting documents valid, proper and legal.  Signature:  Printed Name: <b>MANOLO B. LORETO, JR.</b> Position: Dean of Students Date:	<b>B</b> Certified: Allotment available and obligated for the purpose/adjustment necessary as indicated above.  <div style="text-align: right;"> <b>ALICIA M. FLORES</b>          Head, Budget Office       </div>
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C STATUS OF OBLIGATION						
Reference			Amount			
Date	Particulars	ORS/JEV/RCI/RADAI No.	Obligation	Payment	Not Yet Due	Due and Demandable
Nov. 29, 2021	obligation	01-206441-2021-11	<b>20,475.80</b>		<b>20,475.80</b>	
		Totals	<b>20,475.80</b>		<b>20,475.80</b>	

# DAILY TIME RECORD

## JOB ORDER

Name: Ms. Gilly Mae Escasinas  
 Position: Encoder  
 For the Period: November 16-30, 2021

Date	Morning		Signature	Afternoon		Signature
	In	Out		In	Out	
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16	7:58	12:00	<i>G. Mae</i>	1:00	5:00	<i>G. Mae</i>
17	8:00	12:00	<i>G. Mae</i>	1:00	5:00	<i>G. Mae</i>
18	8:00	12:00	<i>G. Mae</i>	1:00	5:00	<i>G. Mae</i>
19	7:43	12:00	<i>G. Mae</i>	1:00	5:00	<i>G. Mae</i>
20	8:00	12:00	<i>G. Mae</i>	1:00	5:00	<i>G. Mae</i>
21						
22	7:55	12:00	<i>G. Mae</i>	1:00	5:00	<i>G. Mae</i>
23	7:50	12:00	<i>G. Mae</i>	1:00	5:00	<i>G. Mae</i>
24	8:00	12:00	<i>G. Mae</i>	1:00	5:00	<i>G. Mae</i>
25	8:00	12:00	<i>G. Mae</i>	1:00	5:00	<i>G. Mae</i>
26	8:00	12:00	<i>G. Mae</i>	1:00	5:00	<i>G. Mae</i>
27						
28						
29	8:00	12:00	<i>G. Mae</i>	1:00	5:00	<i>G. Mae</i>
30						
31						
TOTAL	11 days					

Certified Correct:

*Manolo B. Loreto, Jr.*

MANOLO B. LORETO, JR.

Immediate Superior




# DAILY TIME RECORD

## JOB ORDER

Name: Ms. Nicky V. Ababat  
 Position: Encoder  
 For the Period: November 16-30, 2021

Date	Morning		Signature	Afternoon		Signature
	In	Out		In	Out	
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16	8:00	12:00	<i>Nicky V. Ababat</i>	1:00	5:00	<i>Nicky V. Ababat</i>
17	7:40	12:00	<i>Nicky V. Ababat</i>	1:00	5:00	<i>Nicky V. Ababat</i>
18	7:55	12:00	<i>Nicky V. Ababat</i>	1:00	5:00	<i>Nicky V. Ababat</i>
19	8:00	12:00	<i>Nicky V. Ababat</i>	1:00	5:00	<i>Nicky V. Ababat</i>
20	7:58	12:00	<i>Nicky V. Ababat</i>	1:00	5:00	<i>Nicky V. Ababat</i>
21						
22	8:00	12:00	<i>Nicky V. Ababat</i>	1:00	5:00	<i>Nicky V. Ababat</i>
23	7:55	12:00	<i>Nicky V. Ababat</i>	1:00	5:00	<i>Nicky V. Ababat</i>
24	7:53	12:00	<i>Nicky V. Ababat</i>	1:00	5:00	<i>Nicky V. Ababat</i>
25	7:57	12:00	<i>Nicky V. Ababat</i>	1:00	5:00	<i>Nicky V. Ababat</i>
26	8:00	12:00	<i>Nicky V. Ababat</i>	1:00	5:00	<i>Nicky V. Ababat</i>
27						
28						
29	8:00	12:00	<i>Nicky V. Ababat</i>	1:00	5:00	<i>Nicky V. Ababat</i>
30						
31						
<b>TOTAL</b>	<b>11 days</b>					

Certified Correct:

  
**MANOLO B. LORETO, JR.**  
 Immediate Superior

# DAILY TIME RECORD

## JOB ORDER

Name: Ashierah Rhyce Esco  
 Position: Encoder  
 For the Period: November 16-30, 2021

Date	Morning		Signature	Afternoon		Signature
	In	Out		In	Out	
1						
2						
3						
4						
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8						
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10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24	7:45	12:00	<i>Ashierah</i>	1:00	5:00	<i>Ashierah</i>
25	7:30	12:00	<i>Ashierah</i>	1:00	5:00	<i>Ashierah</i>
26	7:50	12:00	<i>Ashierah</i>	1:00	5:00	<i>Ashierah</i>
27						
28						
29	7:45	12:00	<i>Ashierah</i>	1:00	5:00	<i>Ashierah</i>
30						
31						
<b>TOTAL</b>	<b>4 days</b>					

Certified Correct:

*Manolo B. Loreto, Jr.*  
**MANOLO B. LORETO, JR.**  
 Immediate Superior

# DAILY TIME RECORD

## JOB ORDER

Name: Mr. Noruel Jay O. Villas  
 Position: Encoder  
 For the Period: November 16-30, 2021

Date	Morning		Signature	Afternoon		Signature
	In	Out		In	Out	
1						
2						
3						
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10						
11						
12						
13						
14						
15						
16	7:30	12:00	<i>[Signature]</i>	1:00	5:00	<i>[Signature]</i>
17	7:45	12:00	<i>[Signature]</i>	1:00	5:00	<i>[Signature]</i>
18	7:40	12:00	<i>[Signature]</i>	1:00	5:00	<i>[Signature]</i>
19	7:30	12:00	<i>[Signature]</i>	1:00	5:00	<i>[Signature]</i>
20	7:45	12:00	<i>[Signature]</i>	1:00	5:00	<i>[Signature]</i>
21						
22	7:45	12:00	<i>[Signature]</i>	1:00	5:00	<i>[Signature]</i>
23	7:40	12:00	<i>[Signature]</i>	1:00	5:00	<i>[Signature]</i>
24	7:50	12:00	<i>[Signature]</i>	1:00	5:00	<i>[Signature]</i>
25	7:50	12:00	<i>[Signature]</i>	1:00	5:00	<i>[Signature]</i>
26	7:30	12:00	<i>[Signature]</i>	1:00	5:00	<i>[Signature]</i>
27						
28						
29	7:40	12:00	<i>[Signature]</i>	1:00	5:00	<i>[Signature]</i>
30						
31						
TOTAL	11 days					

Certified Correct:

*[Signature]*  
**MANOLO B. LORETO, JR.**  
 Immediate Superior