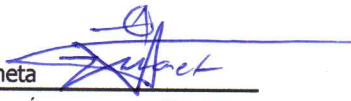




**VISAYAS STATE UNIVERSITY**

Visca, Baybay, Leyte

Date: Dec. 2, 2021

Name : Peter Ben Laurice H. Urdaneta   
Designation : Admin. Aide III Signature  
Destination : Tacloban City  
Date of Travel : December 6, 2021

Purpose : To deposit payment of Supplier to UCPB Bank  
and to deliver checks to diff. Tacloban  
Suppliers

Estimated Expenses \_\_\_\_\_

Source of Funds \_\_\_\_\_

Transportation:

- ( ) College Vehicle  
( ) Public Conveyance

  
**QUEEN EVER Y. ATUPAN**  
Sup. Admin Officer

RECOMMENDING APPROVAL:

Atty. Rysan C. Guinocor  
OIC Director, ODAS

In-charge of funds ( If other than the  
Dept/Office Head)

\_\_\_\_\_  
Dir. Of Instruction/Res. & Ext.

**APPROVED:**

**Edgardo Tulin**  
President

c o Records Division  
Accounting Office  
Requisitioner