

OBLIGATION REQUEST AND STATUS
VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

No: MOOE 02-101101-2021

Date: _____

Fund: _____

Payee **Jaime Caballero**Office **Motor Pool/PPO**

Address _____

Responsibility Center	Particulars	MFO/PAP	UACS Code/Expenditures	Amount
	Payment of Per Diem...		5020101000	600.00
TOTAL				600.00

A Certified Charges to appropriation/allotment necessary, lawful and under my direct supervision and supporting documents valid, proper and legal

B Certified: Allotment available and obligated for the purpose/adjustment necessary as indicated above

Signature _____

Printed Name **GUIRALDO C. FERNANDEZ, Jr.**Position **University/Board Secretary**

Date _____

Signature _____

Printed Name **ALICIA M. FLORES**Position **Head, Budget Office**

Budget Unit/Authorized Representative

Date _____

C STATUS OF OBLIGATION

Reference			Amount			
Date	Particulars	ORS/JEV/RC/RADAI No.	Obligation	Payment	Not Yet Due	Due and Demandable
	Obligation	MOOE 02-101101-2021	600.00		600.00	
	TOTALS					

4.

5.

6.

7.

8.

RECEIVEDDate: **NOV 04 2021**

TOTAL 600.00

I CERTIFY that (1) I have received the foregoing itinerary (2) the travel is necessary to the service, the period cover is reasonable and (3) the expenses claimed are proper.

Prepared by: (Official, Employee)

JAIME CABALLERO

Approved by: (Head of Agency)

MARLON G. BURLAS

Supervisor

EDGARDO E. TULIN

President

E. /R

Check/

ADA No.:

Signature

Official Receipt No.