ViSCA Form No. 1 (Travel Request) Rev. Feb. 1984



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Accounting Office

Requisitioner

## **VISAYAS STATE UNIVERSITY**

Visca, Baybay, Leyte

Date: October 9, 2023

ViSCA Form No. 1 (Travel Request) Rev. Feb. 1984



## **VISAYAS STATE UNIVERSITY**

Visca, Baybay, Leyte

Date: October 9, 2023

lame	: MARIA TERESA A. CRUZ	Lucian	Name	: MARIA TERESA A. CRUZ	Deleveren
esignation	: Head. Internal Audit Service	Signature	Designation	: Head. Internal Audit Service	Signature
estination	: Occupational Safety and Health Center	er, Quezon City	Destination	: Occupational Safety and He	alth Center, Quezon Cit
ate of Travel	: November 7-8, 2023		Date of Travel	: November 7-8, 2023	
rurpose	: To attend the One-Time Cleansing account balances of Government		Purpose	: To attend the One-Time account balances of Gove	
stimated Exp	penses		Estimated Exp	penses	
ource of Funds			Source of Funds		
ransportation	n:		Transportatio	n:	
	( ) College Vehicle		*	( ) College Vehicle	
	( ✓ ) Public Conveyance			( ✓ ) Public Conveyance	
	EDGARDO E. TULIN Signature of Immediate Super	risor		<b>EDGARDO</b> Signature of Imme	
RECOMMENDING APPROVAL:			RECOMMENDING APPROVAL:		
	VP FOR ADMIN. AND FINA	NCE		VP FOR ADMIN.	AND FINANCE
	In-charge of funds ( If other than Dept/Office Head)	the		In-charge of funds ( If one Dept/Office Heat	
	Dir. Of Instruction/Res. & I	Ext.		Dir. Of Instruction	on/Res. & Ext.
	APPROVED:		APPROVED:		
	<b>EDGARDO</b> Pres	E. TULIN		> E	EDGARDO E. TULIN President

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