

 <b>BUDGET UTILIZATION REQUEST AND STATUS</b> <b>VISAYAS STATE UNIVERSITY</b> Visca, Baybay City, Leyte		No.: MOOE Date: October 12, 2022 Fund:	
Payee:	DIONESIO M. BAÑOC		
Office:	DEPARTMENT OF AGRONOMY		
Address:	VISAYAS STATE UNIVERSITY, BAYBAY CITY, LEYTE		
Responsibility Center	Particulars	MFO/PAP	UACS Code / Expenditure
VSU-IP-2021-3	REPLENISHMENT of travel expenses dated October 4 and 6, 2022		
	<b>Total</b>		<b>PhP3,999.41</b>
Certified: Charges to appropriation/allotment necessary, lawful and under my direct supervision and supporting documents valid, proper and legal  Signature:  Printed Name: <b>RUTH O. ESCASINAS</b> Position: Department Head Date:		Certified: Allotment available and obligated for the purpose/adjustment necessary as indicated above  Signature:  Printed Name: <b>ALICIA M. FLORES</b> Position: Head, Budget Office Date:	
STATUS OF OBLIGATION			
Reference		Amount	
Date	Particulars	ORS/JEV/RCI/RADAI No.	Obligation
	Obligations		PhP3,999.41
	Totals		PhP3,999.41

**RUTH O. ESCASINAS**

Department Head

**B. Accounting Entry:**

Account Title	UACS Code	Debit	Credit

**C. Certified:**

- ☐ Cash available  
☐ Subject to Authority to Debit Account (when applicable)  
☐ Supporting documents complete and amount claimed proper

Signature: \_\_\_\_\_  
Printed Name: **NICK FREDDY R. BELLO**  
Position: Head, Accounting Office  
Date: \_\_\_\_\_

**D. Approved for Payment**

Signature: \_\_\_\_\_  
Printed Name: **EDGARDO E. TULIN**  
Position: President  
Date: \_\_\_\_\_

**E. Receipt of Payment**

Check/ADA No.:	Date:	Bank Name & Account Number:	JEV No.
Signature:	Date:	Printed Name:	Date

Official Receipt No. & Date/Other Documents