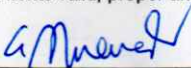
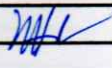
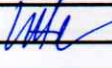



GF

| OBLIGATION REQUEST AND STATUS<br>VISAYAS STATE UNIVERSITY<br>Visca, Baybay City, Leyte   |  |  | No.: 03-101101-2022-06<br>Date: June 27, 2022<br>Fund: GF |                     |             |                    |
|--|--|--|---|---------------------|-------------|--------------------|
| Payee:   | MARIA TERESITA D. MECAIRAN                               |  |   |                     |             |                    |
| Office:  | DoPAC  |  |   |                     |             |                    |
| Address:   | VSU, Visca, Baybay City, Leyte                           |  |   |                     |             |                    |
| Responsibility Center  | Particulars  | MFO/PAP  | UACS Code / Expenditure                                   | Amount              |             |                    |
| DoPAC  | Payment for services rendered for the month of June 2022 |  |   | 7,747.60            |             |                    |
|  | Mecairan, Maria Teresita                                 |  |   | <del>7,747.60</del> |             |                    |
|  | Total  |  |   | 7,747.60            |             |                    |
| <b>A</b> Certified: Charges to appropriation/allotment necessary, lawful and under my direct supervision and supporting documents valid, proper and legal<br><br>Signature: <br>Printed Name: <b>ELIZABETH S. QUEVEDO</b><br>Position: Head, DoPAC<br>Date: _____ |  | <b>B</b> Certified: Allotment available and obligated for the purpose/adjustment necessary as indicated above<br><br>Signature: _____<br>Printed Name: <b>NICK FREDDY R. BELLO</b><br>Position: Head, Budget Unit/Authorized Representative<br>Date: _____ |   |                     |             |                    |
| <b>C</b> STATUS OF OBLIGATION  |  |  |   |                     |             |                    |
| Reference  |  |  | Amount  |                     |             |                    |
| Date   | Particulars  | ORS/JEV/RCI/RA DAI No.   | Obligation  | Payment             | Not Yet Due | Due and Demandable |
|  |  | 03-101101-2022-06  | 7,747.60  |                     | 7,747.60    |                    |
| Totals   |  |  | 7,747.60  |                     | 7,747.60    |                    |

|       |        |      |   |     |     |   |
|-------|--------|------|---|-----|-----|---|
| 26    | SUNDAY |      |   |     |     |   |
| 27    | 8:W    | 12:W |  | 1:W | 5:W |  |
| 28    |        |      |   |     |     |   |
| 29    |        |      |   |     |     |   |
| 30    |        |      |   |     |     |   |
| 31    |        |      |   |     |     |   |
| TOTAL | (14)   | days |   |     |     |   |

Certified Correct:

  
**ELIZABETH S. QUEVEDO, RCh. PhD**  
 Supervisor

|       |          |       |     |      |      |     |
|-------|----------|-------|-----|------|------|-----|
| 4     | SATURDAY |       |     |      |      |     |
| 5     | SUNDAY   |       |     |      |      |     |
| 6     | 7:30     | 12:00 | MAR | 1:00 | 5:00 | MAR |
| 7     | 7:30     | 12:00 | MAR | 1:00 | 5:00 | MAR |
| 8     | 7:00     | 12:00 | MAR | 1:00 | 5:00 | MAR |
| 9     | 7:00     | 12:00 | MAR | 1:00 | 5:00 | MAR |
| 10    | DAY-OFF  |       |     |      |      |     |
| 11    | SATURDAY |       |     |      |      |     |
| 12    | SUNDAY   |       |     |      |      |     |
| 13    | DAY-OFF  |       |     |      |      |     |
| 14    | 7:00     | 12:00 | MAR | 1:00 | 5:00 | MAR |
| 15    | 7:00     | 12:00 | MAR | 1:00 | 5:00 | MAR |
| 16    | 7:00     | 12:00 | MAR | 1:00 | 5:00 | MAR |
| 17    | DAY-OFF  |       |     |      |      |     |
| 18    | SATURDAY |       |     |      |      |     |
| 19    | SUNDAY   |       |     |      |      |     |
| 20    | 7:00     | 12:00 | MAR | 1:00 | 5:00 | MAR |
| 21    | 7:00     | 12:00 | MAR | 1:00 | 5:00 | MAR |
| 22    | 8:00     | 12:00 | MAR | 1:00 | 5:00 | MAR |
| 23    | 7:00     | 12:00 | MAR | 1:00 | 5:00 | MAR |
| 24    | DAY-OFF  |       |     |      |      |     |
| 25    | SATURDAY |       |     |      |      |     |
| 26    | SUNDAY   |       |     |      |      |     |
| 27    | 8:00     | 12:00 | MAR | 1:00 | 5:00 | MAR |
| 28    |          |       |     |      |      |     |
| 29    |          |       |     |      |      |     |
| 30    |          |       |     |      |      |     |
| 31    |          |       |     |      |      |     |
| TOTAL | (14)     | days  |     |      |      |     |

Certified Correct:

*Elizabeth S. Quevedo*

ELIZABETH S. QUEVEDO, RCh. PhD

Supervisor





**ACCOMPLISHMENT REPORT**  
June 1-27, 2022

1. Coordinated office and administrative activities particularly storing, retrieving and integrating information and maintain proper recording and filing of records;
2. Facilitated in printing and submission of grades of the faculty;
3. Performed messengerial task in the absence of regular admin aide;
4. Maintained cleanliness and orderliness of the office reception area;
5. Performed other function as assigned by the department head.

Submitted By:

**MARIA TERESITA D. MECAIRAN**  
Admin Aide - JO

Noted By:

**ELIZABETH S. QUEVEDO, RCh. PhD.**  
Head, DoPAC

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

| N A M E                                 | Wage/day or Wage/month | No. of Days       | FUND CHARGING | GROSS AMOUNT    | PAG-IBIG      |     |                         |                     | WITHHOLD DING TAX | NET AMOUNT      | SIGNATURE |
|---|------------------------|-------------------|---------------|-----------------|---------------|-----|-------------------------|---------------------|-------------------|-----------------|-----------|
|   |                        |                   |               |                 | PREMIUM       | MP2 | Mult-Purpose Loan (MPL) | Calamity Loan (CAL) |                   |                 |           |
| 1) Mecairan, Maria Teresita D.<br>***** | 553.40                 | 14 <del>.00</del> | GF-MOOE       | 7,747.60        | 100.00        |     |                         |                     |                   | 7,647.60        |           |
|   |                        |                   |               |                 |               |     |                         |                     |                   |                 |           |
|   |                        |                   |               |                 |               |     |                         |                     |                   |                 |           |
|   |                        |                   |               |                 |               |     |                         |                     |                   |                 |           |
|   |                        |                   |               |                 |               |     |                         |                     |                   |                 |           |
|   |                        |                   |               |                 |               |     |                         |                     |                   |                 |           |
|   |                        |                   |               |                 |               |     |                         |                     |                   |                 |           |
|   |                        |                   |               |                 |               |     |                         |                     |                   |                 |           |
|   |                        |                   |               |                 |               |     |                         |                     |                   |                 |           |
|   |                        |                   |               |                 |               |     |                         |                     |                   |                 |           |
|   |                        |                   |               |                 |               |     |                         |                     |                   |                 |           |
|   |                        |                   |               |                 |               |     |                         |                     |                   |                 |           |
| <b>TOTAL</b>                            |                        |                   |               | <b>7,747.60</b> | <b>100.00</b> | -   | -                       | -                   | -                 | <b>7,647.60</b> |           |

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