

OFFICE OF THE DIRECTOR FOR PHYSICAL PLANT

Visca, Baybay City, Leyte, PHILIPPINES Telefax: 1041(LOCAL) Email: www.ppo.@vsu.edu.ph Website: www.vsu.edu.ph

TRIP TICKET

Scheduled Travel Mar Date/s		March 24, 2022		ation : -	Brgy. Jaena Baybay, City Leyte				
Departure Time :			to		: -				
Purpose	: -	Тос	conduct site, v	isit in Brgy. Ja	ena for WoMan	igroves pi	roject upda	ates	
Head of Party: EDUARD	O O. MAN	IGA	OANG						
Passengers			Department/Office/Center			/Project		Contact Number(s)	
1.				MADE COMMISSION STREET, THE WORLD STREET, THE STREET,					
2. 3.									
4.	-								
5.									
6. 7.									
8.									
9.									
10.									
*For more than (10) passeng									7
Vehicle Type:	TOYOTA HILL	JX	Requesting party: Wu FDUARDO O. MANGAO						
Vehicle Plate No.:	AU129	6				E	DUARDO	O. MANGA	AOANG
						Professo	or, Directo	or, Project	leader
Dispatched:		F	Recommended	d:	App	proved:		me	
AMIEL R. ARMADA			IN.	MARLON G. B	URLAS	E	DUARDO	O. MANG	AOANG
Maintenance in Charge		-	Motor Pool Serv	rices Head		(D	irector/Cen	ter Director/	Agency Head)
INSTRUCTIONS: Drivers she	all fill in this	part	properly. Drive	rs are accountab	ole for and are re	sponsible f	or reporting	any vehicle	damage, defects
and accidents immediately Trip Ticket Issued/Received			Vehicle Condition (Before Travel)		Fuel & Lubrica		eparture/ me Out	Odometer/Mileage Out	
			(Defore 11	avon	1000000		1110		
Date Peturned			Vehicle Condition		Fuel & Lubrica	int /	Arrival/	Odometer/Mileage In	
Date Returned			(After Travel)		Balanced		Time In	Odometer/wiicage iii	
Was the passenger/s Was there any following the call time & fuel/lubricant of			vitaida VCII		cle involved in a		or Was the vehicle used other than official government business?		
location? Campus? ☐ Yes ☐ No ☐ Yes (Sp			pecify) No Yes (□No	☐ Yes (S	Yes (Specify)	
		pecii	у) Ш 140	La res (opeci	19)	1110	1 - 100 (speciny)	
Driver's Name & Sig	gnature		Filled in by the	Head of Party	or Requesting Pa	irty			
	Se	Driver's OVER ALL RATING							
This vehicle will be used for official			☐ 1. Not Satisfied			☐ 1 Poor ☐ 2 Fair			
government business only. I have reviewed and complied with rules & regulations			☐ 2. Slightly Satisfied			☐ 3 Good ☐ 4 Very Good			
regarding the use of Government-Owned			3. Moderately Satisfied			5 Excellent			
Vehicle.			4. Very Satisfied			Comments & Suggestions			
	5. Extremely Satisfied								
			J. LAUGI	, Dalibliou		-			
SIGNATURE OVER PRIM	Name and Signature								
SIGNATURE OF ERT THIS									

Vision: Mission: A globally competitive university for science, technology, and environmental conservation. Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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No.