

OBLIGATION REQUEST AND STATUS VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

No.: GF-02-101101-2022-09

Date: Sept. 21, 2022

Fund: VSU IP 2021.9

Payee	LEONARD PAOLO LONGATANG			
Office:	ITEEM			
Address:	VSU, BAYBAY CITY, LEYTE			
Responsibility Center	Particulars	MFO/PAP	UACS Code / Expenditure	Amount
	Reimbursement travel of expenses September 14, 2022			1,114.00
TOTAL				1,114.00

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

Signature:

Printed Name:

Position:

ELIZA D. ESPINOSA

Director

Date

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

Signature:

Printed Name:

Position:

ALICIA M. FLORES

HEAD, BUDGET OFFICE

Date

C STATUS OF OBLIGATION

Reference			Amount			
Date	Particulars	ORS/JEV/RCI/RADAI No.	Obligation	Payment	Not Yet Due	Due and Demandable
Sept. 21, 2022	OBLIGATION					
TOTALS			1,114.00	1,114.00		

CHARGED TO: VSU IP 2021.9

TOTAL

1,114.00

I certify that (1) have reviewed the foregoing itinerary, (2) the travel is necessary to the service, (3) the period covered is reasonable and (4) the expense claimed are proper.

JIMMY O. POGOSA

Immediate Supervisor

Prepared by (Official / Employee)

LEONARD PAOLO LONGATANG

Employee Signature

Approved by (Head of Agency)

EDGARDO E. TULIN

University President