

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

Purpose : Transport lumber from SPPMO to Eco-FARMI. Head of Party: Passengers Department/Office/Center/Project Contact Number(1. 2. 3. 4. 5. 6. 7. 8. 9. 10. "For more than (10) passengers, use separate sheet. Vehicle Type: Canter (ITEEM) Requesting party: JEROME O. ARRIBADO Project Leader, TP.UF.009 Project AMIEL R. ARMADA MARLON G. BURLAS EL12A D. ESPINCSA Maintenance in Charge Motor Pool Services Head (Director/Agency Health Agency Contact Number(INSTRUCTIONS: Drivers shall fill in this part properly. Drivers are accountable for and are responsible for reporting any vehiclemage, defects and accidents immediately Trip Ticket Issued/Received (Before Travel) Issued/Used Time Out Odometer/Mileage O Was the passenger/s following the call time & for the following the ca	Date Filed August 23, Scheduled Travel Date/s August 24,			4, 2022 Destination		Within VSU (From SPPMO to Eco-FARMI) Eco-FARMI				_ _ _
Passengers	Departure Time	:			Driver will report to	:	-FARIVII			_
Passengers Department/Office/Center/Project Contact Number(1. 2. 3. 4. 5. 6. 7. 8. 9. 10.	Purpose	:	Transport	lumber from S	SPPMO to Ed	co-FARMI.				
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Project Leader, TP.UF.009 Project AMIEL R. ARMADA Maintenance in Charge Motor Pool Services Head (Director/Center Director/Agency Head) INSTRUCTIONS: Drivers shall fill in this part properly. Drivers are accountable for and are responsible for reporting any vehicle amage, defects and accidents immediately. Trip Ticket Issued/Received Date Returned Vehicle Condition (Before Travel) Date Returned Was the passenger/s following the call time & for fluel/fubricant outside vSU Campus? Yes No Project Leader, TP.UF.009 Project Approved: Approved: Approved: City D. ESPINCSA (Director/Center Director/Agency Head) (Director/Center Director/Agency Head) Publication of reporting any vehicle and are responsible for reporting any vehicle amage. defects and accidents immediately. Well-campus of fuel/fubricant outside vSU Campus? Yes No Pres (Specify) Was the vehicle involved in accident or damaged while in your custody? official government business? Filled in by the Head of Party or Requesting Party Filled in by the Head of Party o										
Dispatched: AMIEL R. ARMADA MARLON G. BURLAS EL12 A D. ESPINOSA Maintenance in Charge Motor Pool Services Head (Director/Center Director/Agency Head damage, defects and accidents immediately Trip Ticket Issued/Received Vehicle Condition (Before Travel) Fuel & Lubricant Issued/Used Time Out Odometer/Mileage Odometer/Mileage In No Service Satisfaction Driver's Name & Signature Was the passenger/s (Specify) No Yes (Specify) No Yes (Specify) No Priver's Name & Signature This vehicle will be used for official government business only. I have reviewed and complied with rules & regulations regarding the use of Government-Owned Vehicle. Recommended: MARLON G. BURLAS EL12 A D. ESPINOSA (Director/Center Director/Agency Head (Dameter/Mileage In Arrival/ Dodometer/Mileage In Arrival/ Odometer/Mileage In Arrival/ Odometer/Mileage In Arrival/ Odometer/Mileage In Arrival/ Odometer/Mileage In Arrival/ Odometer/	Vehicle Plate I	No.:					JER	OME O.	ARRIBADO)
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SIGNATURE OVER PRINTED NAME Name and Signature	GELBERTO	P. VALI	DEVIESO							
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Vision: Mission: