



Republic of the Philippines
VISAYAS STATE UNIVERSITY
Visca, Baybay City, Leyte

DISBURSEMENT VOUCHER

FUND CLUSTER:

MODE OF PAYMENT

☐ MDS CHECK ☐ COMMERCIAL CHECK ☐ ADA ☐ OTHERS _____

DATE: 04/22/22

DVD NO.: _____

PAYEE/OFFICE

REYNANTE G. MACAPANAS

TIN/Employee No.

OS/BUS No:

ADDRESS:

VSU, Baybay City, Leyte

PARTICULARS

RESPONSIBILITY
CENTER

MFO/PAP

AMOUNT

PETTY CASH ADVANCE for the purchase of
supplies/ materials as per papers attached
amounting to...

Vermiculture
Project

P 5,000.00

AMOUNT DUE →

P 5,000.00

A CERTIFIED: Expenses/Cash Advance necessary, lawful and incurred under my direct supervision.

DHENBER C. LUSANTA
OIC Director, ECO-FARMI

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

SIGNATURE

PRINTED NAME **NICK FREDDY R. BELLO**

POSITION **OIC, HEAD of Accounting Office**
(Head, Accounting Unit/Authorized Representative)

DATE

D APPROVED FOR PAYMENT:

SIGNATURE

PRINTED NAME **EDGARDO E. TULIN**

POSITION **President**
(Agency Head/Authorized Representative)

DATE

E RECEIPT OF PAYMENT:

JEV NO.

CHECK / ADA
NO.:

DATE:

BANK NAME & ACCOUNT NUMBER:

SIGNATURE:

REYNANTE G. MACAPANAS

DATE:

PRINTED NAME:

DATE:

OFFICIAL RECEIPT NO. & DATE/OTHER DOCUMENTS: