

GF

Annex F

OBLIGATION REQUEST & STATUS				No. MOOE	02-101101-2022-08
VISAYAS STATE UNIVERSITY				Date	August 18, 2022
Visca, Baybay City, Leyte				Fund	Extn. 41 - Kalahi CIDSS
Payee	VSU FUEL STATION 101T 429 G				
Office	ITEEM				
Address	VSU, BAYBAY CITY, LEYTE				
Responsibility Center	PARTICULAR	MFO/PAP	UACS Code/Expenditure	AMOUNT	
	PAYMENT gasoline			4,050.00	
					4,050.00
A. Certified			B. Certified		
Changes to appropriation/allotment necessary, lawful and under my direct supervision and supporting documents valid, proper and legal.			Allotment available and obligated for the purpose/adjustment necessary as indicated above.		
Signature			Signature		
Printed Name	ELIZA D. ESPINOSA		Printed Name	ALICIA M. FLORES	
Position	Director		Position	Head, Budget Office	
Date			Date		
C.	STATUS OF OBLIGATION				
	Reference			Amount	
Date	Particular	ORS//JEV/RCI/RADAI NO.	Obligation	Payment	Not yet Due
August 18, 2022	OBLIGATIONS		4,050.00		4,050.00
	TOTALS		4,050.00		4,050.00

Dispatched: AMIEL R. ARMADA Maintenance in Charge

Recommended: MARLON G. BURLAS Motor Pool Services Head

Approved: MARIO LIDO P. VALENZONA (Director/Center Director/Agency Head)

INSTRUCTIONS: Drivers shall fill in this part properly. Drivers are accountable for and are responsible for reporting any vehicle damage, defects and accidents immediately

Trip Ticket Issued/Received	Vehicle Condition (Before Travel)	Fuel & Lubricant Issued/Used	Departure/Time Out	Odometer/Mileage Out
8-2-2022			6:15 AM	
Date Returned	Vehicle Condition (After Travel)	Fuel & Lubricant Balanced	Arrival/Time In	Odometer/Mileage In
8-4-2022			6:15 PM	

Was the passenger/s following the call time & location?	Was there any purchased of fuel/lubricant outside VSU Campus?	Was the vehicle involved in accident or damaged while in your custody?	Was the vehicle used other than official government business?
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes (Specify) <input type="checkbox"/> No	<input type="checkbox"/> Yes (Specify) <input type="checkbox"/> No	<input type="checkbox"/> Yes (Specify) <input type="checkbox"/> No

Driver's Name & Signature	Filled in by the Head of Party or Requesting Party	
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.	Service Satisfaction	Driver's OVER ALL RATING
	<input type="checkbox"/> 1. Not Satisfied <input type="checkbox"/> 2. Slightly Satisfied <input type="checkbox"/> 3. Moderately Satisfied <input type="checkbox"/> 4. Very Satisfied <input checked="" type="checkbox"/> 5. Extremely Satisfied	<input type="checkbox"/> 1. - Poor <input type="checkbox"/> 2. - Fair <input type="checkbox"/> 3. - Good <input type="checkbox"/> 4. - Very Good <input checked="" type="checkbox"/> 5. - Excellent
SIGNATURE OVER PRINTED NAME	Comments & Suggestions	

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.