

NOTE: If PR was already prepared in *Early Procurement Activities (EPA)* charged to General Fund, there is no need to prepare another PR. However if the amount of PR was less than the given allocation you can prepare but only based in difference.



OFFICE OF THE HEAD OF BUDGET

1/F Administration Building
Visca, Baybay City, Leyte, 6521-A PHILIPPINES
Telefax: +63 053 563 7189; Local 1009
Email: budget@vsu.edu.ph
Website: www.vsu.edu.ph

**ADVICE OF SUB-ALLOTMENT
CY 2023**

February 21, 2023

Major Final Output : **HIGHER EDUCATION**
Dept./Office/Center: **COLLEGE OF ARTS & SCIENCES**

The following allotments are made available in support to programs and projects for the Calendar Year 2023. It is the responsibility of the Department/Office Heads and Center Directors to keep expenditures within the limit of the amounts allotted.

Breakdown:

Supplies	92,294.90 — 40,576
Travel	17,461.20
Fuel	7,483.37
Semi Expendable	16,130.82
Repair and Maintenance	16,629.71

TOTAL	150,000.00
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Note:

It is advised that you follow the above figures under its corresponding account titles.

Prepared By:


ALICIA M. FLORES
Head, Budget Office

Noted By:


LOUELLA C. AMPAC
Financial Management Director