

OBLIGATION REQUEST AND STATUS**VISAYAS STATE UNIVERSITY**

Visca, Baybay City, Leyte

No: MOOE 02-101101-2021

Date:

Fund:

Payee **Charlie Mark Cutamora**Office **Motor Pool/PPO**

Address

Responsibility Center	Particulars	MFO/PAP	UACS Code/Expenditures	Amount
	Payment of Per Diem...		5020101000	600.00
	TOTAL			600.00

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

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

Signature

Printed Name

MARLON G. BURLAS

Position

Head, Motor Pool

Date

Signature

Printed Name

ALICIA M. FLORES

Position

Head, Budget Office

Budget Unit/Authorized Representative

Date

C STATUS OF OBLIGATION

Reference			Amount			
Date	Particulars	ORS/JEV/RC/RADAI No.	Obligation	Payment	Not Yet Due	Due and Demandable
	Obligation	MOOE 02-101101-2021	600.00		600.00	
		TOTALS				

Head, Motor Pool Services

Clerk/DDR

TOTAL					600.00	

I CERTIFY that (1) I have received the foregoing itinerary (2) the travel is necessary to the service, the period cover is reasonable and (3) the expenses claimed are proper.

Prepared by: (Official, Employee)

CHARLIE MARK CUTAMORA**MARLON G. BURLAS**

Supervisor

Approved by: (Head of Agency)

EDGARDO E. TULIN

President

ADA

Signature

Official Receipt No.