

**OBLIGATION REQUEST AND STATUS**  
**VISAYAS STATE UNIVERSITY**  
 Visca, Baybay City, Leyte

No.: MOOE 02-101101-2022  
 Date: Sept. 27, 2022  
 Fund: Gen. Fund

Payee:	SALOMA B. GISULGA			
Office:	ISRDS			
Address:	VSU			
Responsibility Center	Particulars	MFO/PAP	UACS Code / Expenditure	Amount
ISRDS	REPLENISHMENT -fuel	301000000 ISR overhead	50203090	1,500.00
<b>Total</b>				<b>1,500.00</b>

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

Signature \_\_\_\_\_  
 Printed Name LILIAN B. NUÑEZ  
 Position Director, ISRDS  
 Date \_\_\_\_\_

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

Signature \_\_\_\_\_  
 Printed Name ALICIA M. FLORES  
 Position Admin. Officer III  
OIC, Budget Unit/Authorized Representative  
 Date \_\_\_\_\_

C STATUS OF OBLIGATION						
Reference			Amount			
Date	Particulars	ORS/JEV/RCI/RADAI No.	Obligation	Payment	Not Yet Due	Due and Demandable
	Obligation	02-101101-2022	1,500.00		1,500.00	
Totals			1,500.00		1,500.00	




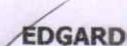


**PURCHASE REQUEST**  
VISAYAS STATE UNIVERSITY  
(Agency)

Department	ISRDS	PR No.:	Date: 9/26/22
Section	VSU, Visca, Baybay, Leyte	SAI No.:	Date:
		Charge to: ISR overhead	

No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	liters	Diesel	19.53	76.80	1,500.00
		X-X-X-X-X-X			1,500.00
<p>CERTIFIED AS TO AVAILABILITY OF APPROPRIATION IN THE AMOUNT OF ₱ 1500.00 WITHIN 45 DAYS</p> <p>ALICIA M. FLORES Head, Budget Office</p>					

Purpose: Needed for official travel outside station.

Signature:	 <b>SALOMA B. GISULGA</b> SRS	Requested by:	Approved by:  <b>EDGARDO E. TULIN</b> President
Printed Name:			
Designation:			



**SILDOMIES THEORY OIL CORPORATION**

Sildomies Fuel Ormoc 2

Brgy. Bantigue Ormoc City 6541

VAT Registered TIN: 008-523-064-0001

SN: RS2017040920 MIN: 17050815421918011

POS1 SI No. 00313878 06:28:40  
mary grace 2022/09/26

Sold To: VISAYAS STATE UNIVERSITY VSU M

AIN

Tin No.:

PUMP 12 HS DIESEL

19.530L @ 76.80 1500.00

TOTAL 1500.00  
VARIABLE 1339.29  
VAT 12% 160.71  
VAT EXEMPT 0.00  
VAT ZERO RATED 0.00  
Amount due 1500.00  
Cash 1500.00

Sold to: \_\_\_\_\_

TIN: \_\_\_\_\_

Address: \_\_\_\_\_

Business Style: \_\_\_\_\_

REALSOFT INC.

TIN:006-715-723-000

UG-45 Cityland Dela Rosa Condo.,

7648 Dela Rosa Street

Pio Del Pilar, Makati City

ACCRDTN No. 04800671572300029514109

Date Issued: 08/01/2020

BIR Final PTU Number:

FP052017-089-0122887-00001

"THIS SERVES AS YOUR SALES INVOICE"

*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.*

*[Signature]*  
SIGNATURE OVER PRINTED NAME



**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**

000592

7, 2022 Trip Number : \_\_\_\_\_  
6, 2022 Destination : Villaba, Leyte  
m. Driver will report to : Brgy. Gabas Billiard Center

vide technical assistance on BIDANI implementation to BIDANI Core during SB session.

Department/Office/Center/Project	Contact Number(s)
ViSERDAC	
BIDANI	
BIDANI	
KRDS ✓	

RECEIVED  
DATE: SEP 08 2022  
Signature: \_\_\_\_\_

arate sheet.

Requesting party: *[Signature]*  
**LILIAN B. NUÑEZ**  
Director

Recommended: *[Signature]*  
**MARLON G. BURLAS**  
Motor Pool Services Head

Approved: *[Signature]*  
**MARIO LILIO P. VALENZONA**  
(Director/Center Director/Agency Head)

part properly. Drivers are accountable for and are responsible for reporting any vehicle

Vehicle Condition (Before Travel)	Fuel & Lubricant Issued/Used	Departure/Time Out	Odometer/Mileage Out
Vehicle Condition (After Travel)	Fuel & Lubricant Balanced	Arrival/Time In	Odometer/Mileage In

Was the vehicle involved in accident or damaged while in your custody?	Was the vehicle used other than official government business?
<input type="checkbox"/> No <input type="checkbox"/> Yes (Specify)	<input type="checkbox"/> No <input type="checkbox"/> Yes (Specify)

Filled in by the Head of Party or Requesting Party

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 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 type="checkbox"/> 5. - Excellent
<b>Comments &amp; Suggestions</b>	
	Name and Signature



VISAYAS STATE UNIVERSITY Entity Name		Fund Cluster : 301000000	
<b>DISBURSEMENT VOUCHER</b>		Date : Sept.27, 2022 DV No. : Gen. Fund	
Mode of Payment	<input type="checkbox"/> MDS Check <input type="checkbox"/> Commercial Check <input type="checkbox"/> ADA <input type="checkbox"/> Others (Please specify)		
Payee	SALOMA B. GISULGA	TIN/Employee No.:	ORS/BURS No.:
Address	VSU, Baybay City, Leyte		
Particulars		Responsibility Center	Amount
To. REPLENISHMENT for the purchase of dieseline as per supporting papers hereto attached in the amount of .....		ISRDS	1,500.00
Amount Due			1,500.00
A. Certified: Expenses/Cash Advance necessary, lawful and incurred under my direct supervision.			
LILIAN B. NUÑEZ Director, ISRDS			
B. Accounting Entry:			
Account Title		UACS Code	Credit
C. Certified:		D. Approved for Payment	
<input type="checkbox"/> Cash available <input type="checkbox"/> Subject to Authority to Debit Account (when applicable) <input type="checkbox"/> Supporting documents complete and amount claimed proper			
Signature		Signature	
Printed Name	NICK FREDDY R. BELLO	Printed Name	EDGARDO E. TULIN
Position	Accountant Head, Accounting Unit/Authorized Representative	Position	President Agency Head/Authorized Representative
Date		Date	
E. Receipt of Payment			JEV No.
Check/ADA No.:		Date:	Bank Name & Account Number:
Signature:	SALOMA B. GISULGA	Date:	Printed Name:
Official Receipt No. & Date/Other Documents			Date

# PETTY CASH VOUCHER

VISAYAS STATE UNIVERSITY

Agency

No.:

Date: Sept.26, 2022

Payee/Office: SALOMA B. GISULGA

Address : VSU

Responsibility Center Code

### I. To be filled up upon request

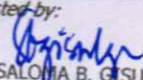
Particulars	Amount
Diesel	1500.00
<b>Total</b>	<b>1,500.00</b>

### II. To filled up upon liquidation

Total Amount Granted 1,500.00

Total Amount Paid per OR No. \_\_\_\_\_  
(see supporting doc.)

Amount Refunded/(Reimbursed) 1,500.00

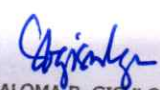
**A** Requested by:  
  
SALOMA B. GISULGA  
Name of Requestor

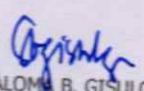
Approved by:  
LILIAN B. NUÑEZ  
Immediate Supervisor

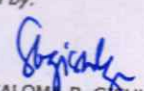
**C**

Received Refund

Reimbursement Paid

  
SALOMA B. GISULGA  
Petty Cash Custodian

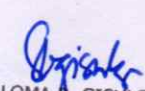
**B** Paid by:  
  
SALOMA B. GISULGA  
Petty Cash Custodian

Cash Received by:  
  
SALOMA B. GISULGA  
Signature Over Printed Name of Payee

Date: \_\_\_\_\_

**D**

Liquidation Submitted:

Reimbursement Received by:  
  
SALOMA B. GISULGA  
Signature of Payee

Date: \_\_\_\_\_