Republic of the Philippines
University of the Southeastern Philippines
Bo. Obrero, Davao City

Budget Utilization Request

Payee:			No.:	
Office:				
Address:				
Responsible Center	Particulars	P.P.A	Acc. Code	Amount
		Total:		

A. Certified ☐ Charges to appropriation necessary, lawful And under my direct supervision ☐ Supporting documents valid, proper and legal		B. Certified Allotment available and obligated for the purpose as indicated above	
Signature:		Signature:	
Printed Name:	Melanie C. Pagkaliwanagan	Printed Name:	Hyacinth Joy G. Robles
Position:	Executive Assistant II	Position:	Administrative Officer VI
Head, Accounting Unit / Authorized Representative		Agency Head/ Authorized Representative	
Date:		Date:	

[Funds from STF]