

Appendix 11

## OBLIGATION REQUEST AND STATUS

Serial No. : \_\_\_\_\_

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

Fund Cluster : \_\_\_\_\_

### Entity Name

Payee

Office

Address

Responsibility Center

Particulars

MFO/PAP

UACS Object Code

Amount

Total

A.

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

Signature : \_\_\_\_\_

Printed Name: \_\_\_\_\_

Position : \_\_\_\_\_

Head, Requesting Office/Authorized Representative

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

B.

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

Signature : \_\_\_\_\_

Printed Name: \_\_\_\_\_

Position : \_\_\_\_\_

Head, Budget Division/Unit/Authorized Representative

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

C.

### STATUS OF OBLIGATION

#### Reference

#### Amount

Balance

Not Yet Due

Due and Demandable

Obligation

Payable

Payment

(a)

(b)

(c)

(a-b)

(b-c)