



Republic of the Philippines
BATANGAS STATE UNIVERSITY
Batangas City

Annex A

REPORT OF TURNOVER OF ACCOUNTABILITY

Office : STEER HUB
Campus : CENTRAL

A. Financial Documents/Records		
Particular (if any)	Quantity	Remarks (may indicate Series Nos. and/or Year)
1. Journal./Logbook of daily income and expenses	N/a	N/a
2. Journal/Logbook of Used Checks	N/a	N/a
3. Bank Deposit Slips	N/a	N/a
4. Bank Withdrawal Slips	N/a	N/a
5. Purchase Slips	N/a	N/a
6. Vouchers/Payments/Payroll	N/a	N/a
7. Loan Documents	N/a	N/a
8. University Official Receipts	N/a	N/a
9. Cash Book	N/a	N/a
10. Other Financial Documents (please specify)	N/a	N/a



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C. Properties/Supplies

D. Office Records



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Turned over by:

Above listed items are hereby officially RETURNED AND TURNOVER to the incoming official/personnel

LEE ROBERT P. VELASQUEZ
Date Signed: 09.29.2025

Received by:

This is to ACKNOWLEDGE receipt of the above-listed item from the outgoing official/personnel and I hereby CERTIFY as to the completeness and correctness of entries.

Engr. ALBERTSON D. AMANTE
Date Signed: