



Panglao, Bohol 6340 Philippines

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balicasagisland@tieza.gov.ph

balicasagislanddiveresort.com

Reque	st Date:	
3.R. N	o:	
Date:	Dec. 31, 2020	

REQUEST FOR BUDGET REALIGNMENT

Department / Unit	Operations Departm	ent - Balicasag Isla	nd Dive Resort	
Budget Year	2020			
	FROM		TC)
Budgeta	ry Account	Amount	Budgetary Account	Amount
			Other Supplies & Materials	10,625.00
Other Professional Services		10,625.00	Expenses	10,020.00
			Face Mask P 3,715	
			Face Shield P 1,300	
			Signages P 5,610	
Total		Php10,625.00		Php10,625.00
Justification(Provide	separate sheet if necess	sary)		
To augment pogetive	e balances of COVID	IO ovnoncos		
To augment negativ	e balances of COVID	i a expenses		
	Request	ea by:	Approved by:	Approved by:
Signature:	ature:			
	7-1			
Name:	Elleonor G. Gulangan		Atty. Maria Teresa C. Alvarez	Jetro Nicolas F. Lozada
Designation:	OIC, Balicasag Island Dive Resort		Manager, Operations Department	ACOO, Assets Management
				Sector

