



## ADMINISTRATIVE DIVISION FIELD OFFICE XI

DSWD-AS-GF-031 | REV 02 / 07 OCT 2022

Form A		Control No.:					
TO BE FILLED-UP B	Y PERS	ON REQUESTING USE	OF THE	DEPARTMENT VEHIC	.E		
DATE: DRIVER'S NAME: AUTHORIZED PASSI DESTINATION: PURPOSE:	ENGER	S:			PLAT	E NO:	
Dispatcher / Staff	-in-Charç	ge					<u> </u>
NAME OF PASSENGER /SIGNATURE	DATE	PLACE OF DEPARTURE	TIME	PLACE OF ARRIVAL	TIME	ODOMETER READING	FUEL READING
Gasoline used: Issued from stock: Purchased outside: Bal. in tank:		ltrs. ltrs. ltrs. ltrs.		Gear oil put in: Motor oil put in: B. Fluid in: Greased used:			_ ltrs. _ ltrs. _ ltrs. _ ltrs.
		TOTAL DISTANCE	TRAVEL	LED (KM)			
			IFIED CO				
GUARD		DRIVER					