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|-----------------------------------------------------------------------------------|--------------------------------------------------------------------------|-----------------------------------|
|  | <b>ANNUAL BUDGET FORM FOR<br/>SCHOOL'S/DEPARTMENT'S ILRAD ACTIVITIES</b> | Document No. : FM-IL-11-00        |
|                                                                                   |                                                                          | Effective Date: November 01, 2023 |

|                             |              |                                  |                                                 |
|-----------------------------|--------------|----------------------------------|-------------------------------------------------|
| Name of School/Department:  |              |                                  |                                                 |
| Name of Program/s:          |              |                                  | For Fiscal Year:                                |
| Tel No:                     |              | Mobile No:                       |                                                 |
|                             |              | Email Address:                   |                                                 |
| Name of Institution/Country | Amount (PhP) | Expected Month of Travel         | Expected/Target Output of the Travel/Activities |
|                             |              |                                  |                                                 |
|                             |              |                                  |                                                 |
|                             |              |                                  |                                                 |
|                             |              |                                  |                                                 |
|                             |              |                                  |                                                 |
| Other Relevant Information: |              |                                  |                                                 |
| Prepared By:                |              | Endorsed By:                     |                                                 |
| NAME AND SIGNATURE          |              | NAME AND SIGNATURE OF DEAN/CHAIR |                                                 |

NOTE: Office of the ILRAD has different relevant forms (to be accomplished before and after travel) which can be accessed through <https://www.mapua.edu.ph>. For more information, you may email [ilrad@mapua.edu.ph](mailto:ilrad@mapua.edu.ph).