MYRB New User Requisition Form

Budgetary Agency :   _____

Administrative Unit Code / Dept Code   _____

/ Field Office Code :   _____

Name of the User :   _____

Designation :   _____

Email :   _____

Surrender existing User ID (If any) :   _____

System Operation Requirement

1. Budget Proposal

2. Reports

    2.1. Proposal Report   ☐

    2.2. Approved Report   ☐

    2.3. Revision Report   ☐

3. Budget Revision

    3.1. Supplementary Requisition   ☐

    3.2. Re-Appropriation   ☐

    3.3. Withdrawal Requisition   ☐

    3.4. Transfer Requisition   ☐

                        (Signature of Head of Budget/Agency)

For Official use (DNB)

  User ID   _____

  Password   _____