



November 7, 2022

Date

REQUEST TO RENDER OVERTIME

The President

Thru: The Vice President for Administration and Finance

This is to request for overtime of the following personnel:

Name of Employee(s)	Date(s)	Job(s) to be Accomplished per Employee
Abrillo, Rey O.		
Arpoceple, Roberto S.	November	To Conduct Annual Preventive
Calipayan, Ruel B.	12, 19 & 26, 2022	Maintenance of Transformers ,
Cobico, Edgardo G. Jr.	And on a holiday	High tension lines & Clearing
Juntilla, Rafael Rosario A.	November 30, 2022	Operation inside the Campus
Latras, Eric V.		the Opening of lights and if the need
Rosal, Adelbert D.		Arises.
Sabando, Jeffry R.		
Engr. Eric E. Sajulga		Electrical Engineer 1
Ababat, Claudio Jr. R.		Foreman/Electrician/Sound technician
Braga, Alfredo M.		Electrician/Lineman
Israel, Gabriel Jr. A.		Plant operator/Electrician
Engr. Clint C. Sarvida		Electrical Engineer 2
Sopa, Eric B.		Electrician/Lineman/Driver
Engr. Marlon G. Burlas		Supervisor
<div> <div>Requested by:</div> <div><u>MARLON G. BURLAS</u></div> <div>Name</div> <div><u>Head</u></div> <div>Position</div> <div><u>Power Plant & Electrical Services</u></div> <div>Office</div> </div> <div> <div>Approved by:</div> <div>[x] with pay [] without pay</div> <div><u>DANIEL LESLIE S. TAN</u></div> <div>Vice President for Administration and Finance</div> </div>		



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