



October 26, 2023

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
<u>Zenaida T. Ecleo</u>	<u>October 30, 2023</u> <u>8:00 AM - 5:00 PM</u>	<u>drawing of cells in the microscope</u> <u>oil red O assay of cells</u> <u>at 12 days of culture</u>
<p>Requested by:</p> <p><u>ZENaida T. ECLEO</u> Name</p> <p><u>RES. ASST.</u> Position</p> <p><b><u>Advanced Research and Innovation Center</u></b> Office</p> <p>Noted by:</p> <p><b><u>MA. THERESA P. LORETO</u></b> Name</p> <p><u>Director</u> Position</p> <p><b><u>Advanced Research and Innovation Center</u></b> Office</p>	<p>Approved by:</p> <p><input type="checkbox"/> with pay    <input type="checkbox"/> without pay</p> <p><b><u>DANIEL LESLIE S. TAN</u></b> Vice President for Administration and Finance</p>	