

OFFICE OF THE VICE PRESIDENT FOR ADMINISTRATION AND FINANCE

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Date(s) lob(s) to be Accomplished per Employee

November 28, 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)

Name of Employee(s)	Date(s)	Job(s) to be Accomplished per Employee
Zenaida T. Ecleo Mikhaela Anne Therese A. Bargamento Christian Art L. Chua	November 30,2022	Change of medium
Requested by: ZENAIDA T. ECLEO Name	Approved by: [] with pay [x] without pay	
Science Research Assistant Position	Vice Pi	DANIEL LESLIE S. TAN resident for Administration and Finance
Advanced Research and Innovation Center Office		
MA. THERESA P. LORETO Name		
<u>Director</u> Position		
Advanced Research and Innovation Center Office		