

ACCOMPLISHMENT REPORT**April 2024**

This is to certify that the undersigned staff rendered overtime work during the period covered and actually accomplished and delivered the expected/assigned outputs as shown below:

Specific Date/s	Activities/Outputs accomplished and delivered/submitted
1 (Mon) 2 (Tue) 5 (Fri) 12 (Fri) 15 (Mon) 25 (Thu)	Continued the desktop publishing of Leyte Island's Native Orchid coffee table book: <ul style="list-style-type: none">• Worked on the revisions;• Enhanced the additional photos;• Produced draft copies of the entire book, for further review.
11 (Thu)	Laid out posters for the ITEEM booth during the VSU centennial anniversary.

Submitted By:**ELVIRA B. GORRE**
Admin. Assistant**Approved:****TEOFANES A. PATINDOL**
Director