

OFFICE OF THE VICE PRESIDENT FOR ADMINISTRATION AND FINANCE

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> March 9, 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
Norberto Managbanag	March 11, 2023	General cleaning and Grass cutting of DoPAC surrounding.
Charged to: Lab Fees (STF-164)		
Requested by: ELIZABETH S. QUEVEDO Name	Approved by: [x] with pay [] without pay	
Head Position	Vice President for Administration and Finance	
DoPAC Office		