





December 07, 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		
Maria Rhoda A. Salas	December 08, 2022	To conduct distillation of laboratory samples		
Rizalie A. Caintic				
<div>Requested by:  MARIA RHODA A. SALAS Name Laboratory Aide Position Advanced Research and Innovation Center Office</div> <div>Noted by:  MA. THERESA P. LORETO Name Director Position Advanced Research and Innovation Center Office</div>				
<div>Approved by: [] with pay [x] without pay DANIEL LESLIE S. TAN Vice President for Administration and Finance</div>				





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Name of Employee(s)	Date(s)	Job(s) to be Accomplished per Employee
Richard M. Nudalo	December 8, 2022	To accompany GSD workers
<div>Requested by:  MA. THERESA P. LORETO Name Director Position Advanced Research and Innovation Center Office</div> <div>Noted by:  MA. THERESA P. LORETO Name Director Position Advanced Research and Innovation Center Office</div> <div>Approved by: <input checked="" type="checkbox"/> with pay <input type="checkbox"/> without pay DANIEL LESLIE S. TAN Vice President for Administration and Finance</div>		