









December 23, 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		
Zenaida T. Ecleo	December 26, 2022	Change of medium		
Mikhaela Anne Therese A. Bargamento				
Christian Art L. Chua				
<table border="0"><tr><td style="vertical-align: top; width: 35%;"><p>Requested by:</p><p> <u>ZENAIDA T. ECLEO</u> Name</p><p><u>Science Research Assistant</u> Position</p><p><u>Advanced Research and Innovation Center</u> Office</p><p>Noted by:</p><p> <u>MA. THERESA P. LORETO</u> Name</p><p><u>Director</u> Position</p><p><u>Advanced Research and Innovation Center</u> Office</p></td><td style="vertical-align: top; width: 65%;"><p>Approved by:</p><p><input type="checkbox"/> with pay <input checked="" type="checkbox"/> without pay</p><p><u>DANIEL LESLIE S. TAN</u> Vice President for Administration and Finance</p></td></tr></table>			<p>Requested by:</p> <p> <u>ZENAIDA T. ECLEO</u> Name</p> <p><u>Science Research Assistant</u> Position</p> <p><u>Advanced Research and Innovation Center</u> Office</p> <p>Noted by:</p> <p> <u>MA. THERESA P. LORETO</u> Name</p> <p><u>Director</u> Position</p> <p><u>Advanced Research and Innovation Center</u> Office</p>	<p>Approved by:</p> <p><input type="checkbox"/> with pay <input checked="" type="checkbox"/> without pay</p> <p><u>DANIEL LESLIE S. TAN</u> Vice President for Administration and Finance</p>
<p>Requested by:</p> <p> <u>ZENAIDA T. ECLEO</u> Name</p> <p><u>Science Research Assistant</u> Position</p> <p><u>Advanced Research and Innovation Center</u> Office</p> <p>Noted by:</p> <p> <u>MA. THERESA P. LORETO</u> Name</p> <p><u>Director</u> Position</p> <p><u>Advanced Research and Innovation Center</u> Office</p>	<p>Approved by:</p> <p><input type="checkbox"/> with pay <input checked="" type="checkbox"/> without pay</p> <p><u>DANIEL LESLIE S. TAN</u> Vice President for Administration and Finance</p>			