

OFFICE OF THE VICE PRESIDENT FOR ADMINISTRATION AND FINANCE

2/F Administration Building Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63 053 653 7108; Local 1002 Email: ovpaf@vsu.edu.ph Website: www.vsu.edu.ph

> 1 December 2021 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
BELMONTE, RUDY V.	Dec. 1,2, 5-8, 2021	Manned their area of responsibility
BENGALAN, ANTONIO P.	Dec. 1,2, 5-8, 2021	Manned their area of responsibility
CAINTIC, JEREMY S.	Dec. 1-3, 6-8, 2021	Manned their area of responsibility
CANO, GREGORIO JR. C	Dec. 1-5, 2021	Manned their area of responsibility
ELORCHA, ALEX O.	Dec. 3-8, 2021	Manned their area of responsibility
ESCASINAS, VIRGELIO A.	Dec. 3-8, 2021	Manned their area of responsibility
ESPINOSA, ANTONIO C.	Dec. 1-3, 6-8, 2021	Manned their area of responsibility
ESTOY, EDUARDO D.	Dec. 3-8, 2021	Manned their area of responsibility
MENDOZA, EDILBERTO V.	Dec. 1-4, 7-8, 2021	Manned their area of responsibility
PASILABAN, NOE A.	Dec. 1-3, 7-8, 2021	Manned their area of responsibility
POSAS, EDGAR P.	Dec. 3-8, 2021	Manned their area of responsibility
POSAS, HENRY P.	Dec. 1-6, 2021	Manned their area of responsibility
RABOR, ALEXANDER P.	Dec. 1-4, 7-8, 2021	Manned their area of responsibility
TAN, BASILIO JR. E.	Dec. 3-8, 2021	Manned their area of responsibility
CAORTE, ENRIQUE E. JR	Dec. 3-8, 2021	Manned their area of responsibility
MANAGBANAG, ARCHIE B.	Dec. 1-5, 2021	Manned their area of responsibility
PEDREGOSA, ROSENDO L.	Dec. 3-8, 2021	Manned their area of responsibility
VILLARUEL, JENZEN JHON M.	Dec. 1-6, 2021	Manned their area of responsibility
ALIANZA, AGA V.	Dec. 1-5, 2021	Manned their area of responsibility
ARIEL, ARGA L.	Dec. 1,2,5-8, 2021	Manned their area of responsibility
ASILOM, JOEY P.	Dec. 1-6, 2021	Manned their area of responsibility
BAGARINAO, ANTONIO E.	Dec. 1,2, 5-8, 2021	Manned their area of responsibility
CAINTIC, SAMUEL P.	Dec. 2-4,7-8, 2021	Manned their area of responsibility
CASTAÑAS, JOEVEN G.	Dec. 3-8, 2021	Manned their area of responsibility
CERILLA, VICENTE C.	Dec. 1-3, 7-8, 2021	Manned their area of responsibility



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ESCASINAS, ALVIN JOSE O.	Dec. 1-5, 2021	NA
GOFREDO, ROMUALDO I. III		Manned their area of responsibility
	Dec. 1,2,5-8, 2021	Manned their area of responsibility
JOSON, JUDE D.	Dec. 3-8, 2021	Manned their area of responsibility
JUMAMOY, JONATHAN V.	Dec. 1-5, 2021	
MAGNO, SHEENA A.	Dec. 1,2,6-8, 2021	Manned their area of responsibility
MARTE, ROMEL R.		Manned their area of responsibility
	Dec. 4-8, 2021	Manned their area of responsibility
MARTIREZ, VICENTE C.	Dec. 1-6, 2021	Manned their area of responsibility
MODINA, ALFREDO D.	Dec. 1-5, 2021	Manned their area of responsibility
MONTAJES, CRISANTO I.	Dec. 1-5, 2021	
OQUIAS, ROLLY C.		Manned their area of responsibility
	Dec. 1-5, 2021	Manned their area of responsibility
PADILLA, KRISTOFFER V.	Dec. 4-8, 2021	Manned their area of responsibility
PLATINO, NEIL EMANNUEL	Dec. 1-6, 2021	
PRIETO, ELMER M.	1.45	Manned their area of responsibility
	Dec. 1-4,7,8, 2021	Manned their area of responsibility
SERVIÑO, NOEL M.	Dec. 3-,8, 2021	Manned their area of responsibility
SUDARIA, JORGE D.	Dec. 1,2,5-8, 2021	
VERANDA, JUN VIC B.		Manned their area of responsibility
	Dec. 1-4,7,8 2021	Manned their area of responsibility
YOKINGCO, LEONILO L.	Dec. 1-4,7,8, 2021	Manned their area of responsibility
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Requested by:
JULIUS V. ABELA

Head Position

OUDRRM Office Approved by: [/] with pay

[] without pay

DANIEL LESLIE S. TAN

Vice President for Administration and Finance