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Date _____

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 Severo A. Cañete Rizalie A. Caintic	March 21-24, 2023	To conduct distillation of laboratory samples.
<p>Requested by:</p> <p> MARIA RHODA A. SALAS <i>Name</i></p> <p><u>Science Laboratory Aide</u> <i>Position</i></p> <p><u>Advanced Research and Innovation Center</u> <i>Office</i></p>	<p>Approved by:</p> <p><input type="checkbox"/> with pay <input checked="" type="checkbox"/> without pay</p> <p>DANIEL LESLIE TAN <i>Vice President for Administration and Finance</i></p>	
<p>Noted by:</p> <p> ANABELLA B. TULIN <i>Name</i></p> <p><u>Study Leader</u> <i>Position</i></p> <p><u>Advanced Research and Innovation Center</u> <i>Office</i></p>		