



ACCOMPLISHMENT REPORT

January 24-28, 2022
(Period covered)

This is to certify that the undersigned Arlin B. Flandez was approved on a "work from home" scheme during the period covered and that I actually accomplished and delivered the expected/assigned outputs as shown below:

Specific Date/s January	Activities/Outputs accomplished and delivered/submitted	Equivalent Points
24	Review and check the financial report of FARM-Seed Bank C for November and December 2021 Review and check the financial report of Coco-Food for October and November 2021 (returned to project due to inventory discrepancy)	8
25	Review and check the financial report of College Ornamental for the month of September to November 2021	8
26	Review and check the financial report of Pili Nuts for the month of July to December 2021 Review and check the financial report of Library for December 2021	8
27	Review and check the financial report of Hostel for the month of August 2021 Review and check the financial report of Rice Seednet for Jan. to December 2021 (returned to project due to inventory discrepancy)	8
28	Pre-Bidding Supply and Delivery of One (1) Unit Pick-up Vehicle (Goods-22-10) Pre-Bidding Supply and Delivery of Fuel and Lubricants (Goods-22-11_)	8
	TOTAL OUTPUT POINTS DELIVERED	40

Total Points to be delivered during WFH (4 days x 8 hrs) = 40

Less: Total Output Points accomplished/delivered = 40

Number of hours (undertime) (_0_)

Submitted by:

ARLIN B. FLANDEZ

Name of Employee/Faculty

Approved:

Recommending Approval:

MARIA TERESA A. CRUZ

Head, Internal Audit

ALLEN GLENNIE P. LAMBERT

Executive Secretary