



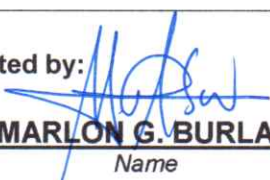
March 18, 2022
Date

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
1. JONELL B. VECINA	March 19 & 20, 2022	Removal and clearing of obstructions in the Sidewalk of Nangka drive (Upper and Lower campus
2. VERONICO R. PADERES		
3. JAIME A. CABALLERO		
Requested by:  MARLON G. BURLAS Name Head Position Motor Pool Services Office		Approved by: [] with pay [] without pay DANIEL LESLIE S. TAN Vice President for Admin. And Finance