

# DAILY TIME RECORD

## JOB ORDER

Name: JUDE P. ISRAEL

Position: JO-LABORATORY AIDE

For the Period: March 1-15, 2023

Date	Morning		Signature	Afternoon		Signature
	In	Out		In	Out	
1	7:50	12:01	<i>[Signature]</i>	12:50	5:01	<i>[Signature]</i>
2	7:55	12:05	<i>[Signature]</i>	12:59	5:07	<i>[Signature]</i>
3	7:58	12:04	<i>[Signature]</i>	12:56	5:00	<i>[Signature]</i>
4	SATURDAY					
5	SUNDAY					
6	7:57	12:00	<i>[Signature]</i>	12:51	5:05	<i>[Signature]</i>
7	7:51	12:01	<i>[Signature]</i>	12:52	5:11	<i>[Signature]</i>
8	7:55	12:01	<i>[Signature]</i>	12:59	5:07	<i>[Signature]</i>
9	7:54	12:05	<i>[Signature]</i>	12:57	5:06	<i>[Signature]</i>
10	8:00	12:11	<i>[Signature]</i>	12:55	5:00	<i>[Signature]</i>
11	SATURDAY					
12	SUNDAY					
13	7:45	12:10	<i>[Signature]</i>	12:50	5:01	<i>[Signature]</i>
14	7:41	12:00	<i>[Signature]</i>	12:52	5:06	<i>[Signature]</i>
15	7:51	12:01	<i>[Signature]</i>	12:55	5:00	<i>[Signature]</i>
16						
17						
18	SATURDAY					
19	SUNDAY					
20						
21						
22						
23						
24						
25	SATURDAY					
26	SUNDAY					
27						
28						
29						
30						
31						
TOTAL <u>11</u> days						

Certified Correct:

*[Signature]*  
**ELIZABETH S. QUEVEDO, RCh. PhD**  
 Head, DoPAC



**ACCOMPLISHMENT REPORT**  
**March 1-15, 2023**

- a. Maintained the cleanliness and orderliness of all the glassware and chemical bottles in the stock room (AC-107).
- b. Assisted in releasing laboratory glassware and chemicals to students in every laboratory class.
- c. Prepared chemical solutions needed in every laboratory experiment.
- d. Assisted in preparing borrower slips and materials set up in every laboratory experiment designated to every laboratory class.
- e. Prepared the set of materials (glassware and chemicals) needed during the experiments of each laboratory class.
- f. Performed other functions as assigned by the department head.

Submitted by:

  
**JUDE P. ISRAEL**  
JO- Laboratory Aide

Noted:

**ELIZABETH S. QUEVEDO, RCh, PhD**  
Head, DoPAC

**Vision:**  
**Mission:**

A globally competitive university for science, technology, and environmental conservation.  
Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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**FM-VSU-13**  
v2 06-11-2020

No. **13-44**

**GENERAL PAYROLL  
JOB ORDER  
DEPARTMENT OF PURE AND APPLIED CHEMISTRY**

We acknowledge receipt of the sum show opposite our names as full compensation for services rendered.

March 1-15, 2023

N A M E	Wage/day or Wage/month	No. of Days	FUND CHARGING	GROSS AMOUNT	PAG-IBIG			WITHHOLDI NG TAX	NET AMOUNT	SIGNATURE
					PREMIUM	MP2	Multi-Purpose Loan (MPL)			
Jude P. Israel	568.70	11	STF Fund	6,255.70	100.00			6,155.70		
*nothing follows*										
<b>TOTAL</b>				<b>6,255.70</b>	<b>100.00</b>			<b>6,155.70</b>		

CERTIFIED: Services have been duly rendered as stated.

APPROVED FOR PAYMENT:

*E. Tulin*  
 ELIZABETH S. QUEVEDO  
 HEAD, DoPAC

EDGARDO E. TULIN  
 PRESIDENT

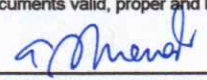
CERTIFIED: Funds available in the amount of 6,255.70

CERTIFIED: Each employee whose names appears above have been paid the amount opposite his/her names.

NICK FREDDY R. BELLO  
 OIC HEAD, ACCOUNTING DIVISION

QUEEN-EVER Y. ATUPAN  
 HEAD, CASH DIVISION



BUDGET UTILIZATION REQUEST AND STATUS			No.: 02-206441-2023-03			
VISAYAS STATE UNIVERSITY			Date: March 15, 2023			
Visca, Baybay City, Leyte			Fund: STF			
Payee:	JUDE ISRAEL					
Office:	DoPAC					
Address:	VSU, Visca, Baybay City, Leyte					
Responsibility Center	Particulars	MFO/PAP	UACS Code / Expenditure			
DoPAC	PAYROLL FOR March 1-15, 2023				6,255.70	
Total					6,255.70	
<input type="checkbox"/> A	Certified: Charges to appropriation/allotment necessary, lawful and under my direct supervision and supporting documents valid, proper and legal		<input type="checkbox"/> B Certified: Allotment available and obligated for the purpose/adjustment necessary as indicated above			
Signature			Signature			
Printed Name	ELIZABETH S. QUEVEDO		Printed Name	ALICIA M. FLORES		
Position	Head, DoPAC		Position	Head, Budget Unit/Authorized Representative		
Date			Date			
<b>C STATUS OF OBLIGATION</b>						
Reference			Amount			
Date	Particulars	ORS/JEV/RCI/RADAI No.	Obligation	Payment	Not Yet Due	Due and Demandable
		02-206441-2023-03	6,255.70		6,255.70	
		Totals	6,255.70		6,255.70	