



## OPTIC FIBER SYSTEMS CORPORATION

Limaco Compound, Old National Highway

Platero, Biñan City, Laguna

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### OVERTIME AUTHORIZATION FORM

NAME :			DATE:	
POSITION :			DEPARTMENT:	
OVERTIME DATE/S	HOUR		NO. OF HOURS	PURPOSED
	FROM	TO		
TOTAL				

REQUESTED BY: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

NOTED BY: \_\_\_\_\_

PROCESSED BY: \_\_\_\_\_