



**QUEZON 1 ELECTRIC
COOPERATIVE, INC**
Poctol, Pitogo, Quezon

EMPLOYEE GATEPASS

TO: GUARD ON DUTY

Permission to leave Coop Headquarters is hereby granted to the following employee:

Name of Employee/s:
Daniel Avila

Date of Travel: 2023-09-25
Service Vehicle: Car

Area Office: Office 1
Department: Corplan
Time of Travel: 09:24
Destination: Gumaca
Purpose: meeting

Prepared by:

Approved by:

Employee

Manager

FOR SECURITY DIVISION

Time out: 15:24

Time in: 09:24

Checked by:

TRAVEL VERIFICATION

Person/s Visited:

Date and Time:

Signature



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