



**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:

- **Pauline Flores**
- **Daniel Avila**
- **Uzumaki Naruto**

Date of Travel: 2023-09-25

Service Vehicle: Van

Area Office: Office 2

Department: Enginnering

Time of Travel: 8:00 AM

Destination: Lopez Quezon

Purpose: Meeting in sub office

Prepared by:

**Employee**

Approved by:

Joshua Flores

**General Manager**

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**FOR SECURITY DIVISION**

Time in: 8:00 AM

Time out: 5:00 PM

Checked by:

**TRAVEL VERIFICATION**

Person/s Visited:

Date and Time:

Signature



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