



**TOURISM
INFRASTRUCTURE AND
ENTERPRISE
ZONE
AUTHORITY**

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CERTIFICATION

FOR : The Manager, ADSD
FROM : The Manager, COPD
SUBJECT : 3-4 March 2021 Attendance
DATE : 8 March 2021

This is to certify that the undersigned has reported for work to the TIEZA Head Office on date indicated below, however, the undersigned's log-in and log out were not recognized by the online attendance system.

3 March (Wed)	Log in/ Out	Attended at TIEZA Office online cascading of Competency-based assessment.
4 March (Thurs)	Log in/ Out	Attended the Philippine Tourism Capital Development Plan National Consultation with HRSD Division Manager.

For consideration please.


Francis Randy J. Hortelano
Department Manager
Corporate Planning Department



Republic of the Philippines
Tourism Infrastructure & Enterprise Zone Authority

CERTIFICATION

This is to certify that Mr. **JOSE R. ROLLO** has reported for work on Monday, **1 March 2021**, but failed to **TIME OUT** in Online Attendance System, and had accomplished the following tasks:

DATE	ACCOMPLISHMENT
1 March 2021	<ul style="list-style-type: none">Transported DM of COPD from official station to place of destination according to schedule

Submitted this 8th of March 2021. For appropriate action please. Thank you.

Prepared by:


Jose R. Rollo
Driver-Mechanic B

Attested by:


FRANCIS RANDY J. HORTELANO
Department Manager
Corporate Planning Department



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Tourism Infrastructure & Enterprise Zone Authority

CERTIFICATION

This is to certify that Ms. **BIEHELLE LYKA H. PERALTA** has reported for work on Thursday, **4 March 2021** but failed to **TIME IN** and **TIME OUT** in Online Attendance System, and had accomplished the following tasks:

DATE	ACCOMPLISHMENT
4 March 2021	<ul style="list-style-type: none">• Provided administrative support to the DM, COPD• Coordinated with other offices regarding day-to-day activities for the department• Drafted and mailed reply letter to various proponents• Records management

Submitted this 8th of March 2021. For appropriate action please. Thank you.

Prepared by:

Biechelle Lyka H. Peralta
Secretary A

Attested by:

FRANCIS RANDY J. HORTELANO
Department Manager
Corporate Planning Department