



Republic of the Philippines
Tourism Infrastructure & Enterprise Zone Authority

MEMORANDUM

TO : The Assistant Chief Operating Officer
Administrative and Finance Sector

THRU : The Manager
Financial Services Department

FROM : The Assistant Chief Operating Officer
Assets Management Sector

SUBJECT : FY 2021 MID-Year Bonus

DATE : May 27, 2021

This is to request processing of Transfer of Fund amounting to **ONE HUNDRED TWENTY ONE THOUSAND TWO HUNDRE NINETY PESOS ONLY (P121,290.00)** as FY 2021 Mid-Year Bonus.

The attached documents are for your reference:

- Memo form Human Resources Division
- Payroll from Banuae Hotel and Youth Hostel

JETRO NICOLAS F. LOZADA



Republic of the Philippines
Tourism Infrastructure & Enterprise Zone Authority

MEMO FOR : The Manager
Operations Department

FROM : The Manager
Human Resource Services Division

SUBJECT : FV 2021 MID-Year Bonus

DATE : May 26, 2021

Forwarding herewith the attached payroll of five (5) regular employees of Banaue Hotel & Youth Hostel, in the amount of **₱121,290.00**, duly verified and found in order.

JOSEFINA U. SORIANO

\\ed\payroll\abc
memo\CPED-transmittal



REPUBLIC OF THE PHILIPPINES
TOURISM INFRASTRUCTURE AND ENTERPRISE ZONE AUTHORITY
MAKATI

MID-YEAR BONUS PAYROLL FOR THE FISCAL YEAR 2020
Per GCG's CPCS Implementing Circular No. 2018-03 dated 9 May 2018
BANAUE HOTEL AND YOUTH HOSTEL
Banaue, Ifugao

LESS:

LAST NAME	FIRST NAME	SG-STEP	BASIC SALARY	W/TAX	HMO (Phil British Core)	ACCOUNTS RECEIVABLE	NET AMOUNT DUE	SIGNATURE
1 ABUL	SHERIDAN CLAIRE	15 - 1	30,531.00		-	-	P 30,531.00	1
2 Dulnuan	Gina Araceili	¹² 11 - 1	22,938.00				P 22,938.00	2
3 GULANGAN	ELLEONOR	13 - 2	P 25,545.00	-	-	-	25,545.00	3
4 MENIA	RENATO	9 - 8	19,054.00	-	-	-	19,054.00	4
5 TUNDAGUI	VIVIAN	¹² 11 - 2	23,222.00	-	-	-	23,222.00	5
GRAND TOTAL > > > > >			P 121,290.00	-	-	-	P 121,290.00	

I CERTIFY on my Official Oath that the above payroll
is correct and that the services have been duly
rendered as stated


MARLON S. PRIETO
Resident Manager

APPROVED payable form appropriation for
Banaue Hotel & Youth Hostel.


SHERIDAN CLAIRE M. ABUL
Sr. Corp. Account Analyst

I CERTIFY on my Official Oath that I have paid each employee
whose name appears on the above payroll the amount set
opposite his name, he or she presented his/her
resident certificate.


VIVIAN G. TUNDAGUI
Cashier C

I CERTIFY on my official oath that I have
witnessed payment to each employee
whose name appears hereon of the
opposite his / her name


GINA ARACEILI DULNUAN
Cashier C


5/26/2024