

October 13, 2021


To whom it may concern,

This letter is to certify that the undersigned, of the Corporate Planning Department is currently working from home and has performed his assigned task for the day.

The undersigned's accomplishments of the day include the Research and Submission that reflect a compilation of current events, documents produced and information about all aspects related to tourism; to include duties as a member of the Internal Quality Audit (IQA) Team in this week's Internal Quality Audit of the Authority.

I have issued this certification as instructed by the Administration and Services Department, for failure to "TIME out" at the TIEZA Employee's Online PM Log-out Attendance on October 12, 2021, due to access failure.

Sincerely,



Alex Travis H. Allan Jr.

Noted by:



Francis Randy J. Hortelano
Department Manager,
Corporate Planning Department