



Certificate of COC Earned

This certificate entitles Mr./Ms.	ELLEONOR GUMASTIN-GULANGAN to
one thousand four hundred thirty two hours (number of hours)	(1,432 hours) of Compensatory Overtime Credits.
	ATTY. MA. TERESA C. ALVAREZ
	ATTY. MA. TERESA C. ALVAREZ
	Manager, Operations Department
Date Issued:	
Valid Until:	





No. of Hours Earned COC's/ Beginning Balance	Date of CTO	Used COC's	Remaining COC's	Remarks
1,432 hours	August 31, 2021 — September 30, 2021	184 hours	1,248 hours	Outside of Bohol

Claimed:
MA. ELSA U. MONTEGRANDE
Administrative Officer
Date:





Certificate of COC Earned

This certificate entitles Mr./MsELL	EONOR GUMASTIN-GULANGAN to
one thousand six hundred eight hours (1,608 hours) (number of hours)	of Compensatory Overtime Credits.
	ATTY. MA. TERESA C. ALVAREZ Manager, Operations Department
Date Issued:	





No. of Hours Earned COC's/ Beginning Balance	Date of CTO	Used COC's	Remaining COC's	Remarks
1,608 hours	July 1, 2021 – July 31, 2021	176 hours	1,432 hours	Stayed in BIDR

Approved by:	Claimed:
ATTY MA. TERESA C. ALVAREZ	MA. ELSA U. MONTEGRANDE
Manager, Operations Department	Administrative Officer
Date:	Date:

Elleonor Gumastin-Gulangan

Entity:

Balicasag Island Dive Resort

Total Number of Days:

201

Days

Total Number of Hours:

1,608

Hours

YEAR	MONTH	No. of DAYS	HOURS
2020	January	9	72
	February	10	80
	March	9.	72
	April	10	80
	May	12	96
	June	9	72
	July	9	72
	August	12	96
	September	8	64
	October	8	64
	November	11	88
	December	13	104
2021	January	10	80
	February	10	80
	March	8.	64
	April	11	88
	May	11	88
	Jane	8.	64
	July	10	80
	August	13	104
		201	1,608

Elleonor Gumastin-Gulangan

Entity:

Balicasag Island Dive Resort

Total Number of Days:

78

Days

Total Number of Hours:

624 Hours

YEAR	MONTH	DAY		HOURS
2021	January	1	New Year's Day	8.
		2	Weekend	8
	:	3	Weekend	.8
		9	Weekend	:8:
		10	Weekend	8
		16	Weekend	8
		17	Weekend	8
		23	Weekend	·8.
		24	Weekend	8
		31	Weekend	8
		10		80
	February	6	Weekend	·8
		7	Weekend	.8
		12	Chinese New Year's Day	8
		13	Weekend	.8.
		14	Weekend	8
		20	Weekend	8
		21	Weekend	8:
		25	People Power Anniversary	8
		27	Weekend	:8:
		28	Weekend	8
		10		80
	March	6.	Weekend	8.
		7	Weekend	8
		13	Weekend	.8
		14	Weekend	8
		20	Weekend	.8
		21	Weekend	.8
		27	Weekend	8
		28	Weekend	8
		8		64

April

1. N

Maundy Thursday

8

Entity: Ballcasag Island Dive Resort 2	Name:	Elleonor Gumastin-Gulangan			
2 Good Friday 8 3 Black Saturday 8 4 Easter Sunday 8 9 Araw ng Kagitingan 8 10 Weekend 8 11 Weekend 8 17 Weekend 8 18 Weekend 8 24 Weekend 8 25 Weekend 8 25 Weekend 8 25 Weekend 8 25 Weekend 8 26 Weekend 8 27 Weekend 8 28 Weekend 8 29 Weekend 8 20 W	Entity:	Balicasag Island Dive Resort			
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			10	Weekend	
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			17	Weekend	8.

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Name:	Elleonor Gumastin-Gulangan			
Entity:	Balicasag Island Dive Resort			
		18	Weekend	8
		20	Eid al-Adha	8
		24	Weekend	8
		25	Weekend	8
		31	Weekend	-8
		10		80
	August	1	Weekend	8
		7	Weekend	8
		8	Weekend	.8
		14	Weekend	8
		15	Weekend	8
		21	Ninoy Aquino Day	.8
		22	Weekend	8
		28	Weekend	8
		29	Weekend	8
		30	National Heroes Day	8
		10		80

Elleonor Gumastin-Gulangan

Entity:

Balicasag Island Dive Resort

Total Number of Days:

120

Days

Total Number of Hours:

960 Hours

/EAR	MONTH	DAY		HOURS
2020	January	.1	New Year's Day	-8
		4	Weekend	8
		.5	Weekend	8
		11	Weekend	8
		12	Weekend	:8
		18	Weekend	8
		19	Weekend	8
		25	Weekend	8
		26	Weekend	8
		9		72
	February	.1	Weekend	8
		2	Weekend	8
		.8	Weekend	-8
		9	Weekend	8
		15	Weekend	8
		16	Weekend	8
		22	Weekend	8
		23	Weekend	8
		25	People Power Anniversary	8
		29	Weekend	8
		10		80
	March	1	Weekend	8
		7	Weekend	8
		8	Weekend	8
		14	Weekend	8
		15	Weekend	8
		21	Weekend	8
		22	Weekend	8.
		28	Weekend	8
		29	Weekend	8
		9		72
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April

Weekend

8

tity:	Balicasag Island Dive Resort May	5 9 10 11 12 18 19 25 26 10	Weekend Maundy Thursday/ Araw ng K Good Friday Black Saturday Easter Sunday Weekend Weekend Weekend Weekend Weekend	8 8 8 8 8 8 8 8
	May	9. 10. 11. 12. 18. 19. 25. 26. 10	Maundy Thursday/ Araw ng K Good Friday Black Saturday Easter Sunday Weekend Weekend Weekend Labor Day	8 8 8 8 8 8 8
	May	10 11 12 18 19 25 26 10	Good Friday Black Saturday Easter Sunday Weekend Weekend Weekend Weekend Weekend Weekend	8 8 8 8 8 8
	May	11 12 18 19 25 26 10	Black Saturday Easter Sunday Weekend Weekend Weekend Weekend Weekend Labor Day	8 8 8 8 80
	May	12 18 19 25 26 10	Easter Sunday Weekend Weekend Weekend Weekend Labor Day Weekend	8 8 8 80
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	May	19 25 26 10 1 2 3	Weekend Weekend Weekend Labor Day Weekend	8 8 80
	May	25 26 10 1 2 3	Weekend Weekend Labor Day Weekend	8 8 80
-	May	26 10 1 2 3	Labor Day Weekend	80
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		16	Weekend	8
		17	Weekend	8
		23	Weekend	8
		24.	Weekend	8
		25	Eidul-Fitar Holiday	8
		30	Weekend	8
		31	Weekend	8
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		13	Weekend	8
		14	Weekend	8
		20	Weekend	8
		21	Weekend	8
		27	Weekend	8:
		28	Weekend	8
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	July	4	Weekend	8
		5	Weekend	8.
		11 12	Weekend Weekend	<u>8</u> 8

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ntity:	Balicasag Island Dive Resort	4.0	Met in Learner of	'n
		18	Weekend	8
		19	Weekend	8
		25	Weekend	8
		26	Weekend	8
		31	Eid al-Adha	8
		9		72
	August	1	Weekend	8
		2	Weekend	8
		8	Weekend	8
		9	Weekend	8.
		15	Weekend	8
		16	Weekend	8
		21	Ninoy Aquino Day	8
		22	Weekend	8
		23	Weekend	8
		29	Weekend	8
		30	Weekend	8
		31	National Heroes Day	8
· · · · · · · · · · · ·	•	12		96
				
	September	.5	Weekend	8
		6	Weekend	8:
		12	Weekend	8
		13	Weekend	8
		19	Weekend	8
		20	Weekend	8
		26	Weekend	8
		27	Weekend	8
		8		64
	October	3	Weekend	8.
	- vance:	4	Weekend	8
		10	Weekend	8
		11	Weekend	8
		17	Weekend	8
		18	Weekend	8
		24	Weekend	8
		25 25	Weekend	8
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Elleonor Gumastin-Gulangan

Entity: Balicasag Island Dive Resort

November	1	All Saint's Day	<u></u> 8-
	2	All Soul's Day	8
	7	Weekend	.8
	8	Weekend	8
	14	Weekend	8
	15	Weekend	8
	21	Weekend	8
	22	Weekend	8
	28	Weekend	8
	29	Weekend	8
	.30	Bonifacio Day	8
	11		88
	<u></u>	MP 1 . d	'n
December	5	Weekend	8
	6	Weekend	8
	8	Feast of Immaculate Concept	8
	12	Weekend	8
	13	Weekend	.8
	19	Weekend	8
	20	Weekend	8
	:24.	Christmas Eve	.8
	25	Christmas Day	8
	26	Weekend	8
	27	Weekend	8
	30	Rizal Day	8
	31	New Year's Eve	8
	13		104

Elleonor Gumastin-Gulangan

Entity:

Balicasag Island Dive Resort

Total Number of Days:

13 Days

Total Number of Hours:

104 Hours

YEAR	MONTH	DAÝ		HOURS
2019	December	1	Weekend	8
		7	Weekend	8
		8	Weekend	8
		14	Weekend	8
		15	Weekend	-8
		21	Weekend	8
		22	Weekend	8
		.24	Special non-working holiday	8
		.25	Christmas Day	8
		.28	Weekend	8
		29	Weekend	8
		30	Rizal Day	8
		31	New Year's Eve	8
	•	13		104