



**TOURISM  
INFRASTRUCTURE AND  
ENTERPRISE  
ZONE  
AUTHORITY**

6th & 7th Floors, Tower 1

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## CERTIFICATION

This is to certify that Ms. **BIEHELLE LYKA H. PERALTA** has reported for work on Tuesday, **January 5, 2021** but failed to **TIME IN** and **TIME OUT** in Online Attendance System, and had accomplished the following tasks:

DATE	ACCOMPLISHMENT
5 January 2021	<ul style="list-style-type: none"><li>• Provided administrative support to the DM, COPD</li><li>• Coordinated with other offices regarding day-to-day activities for the department</li><li>• Records management</li></ul>

Submitted this 6<sup>th</sup> of January 2021. For appropriate action please. Thank you.

Attested by:

**FRANCIS RANDY J. HORTELANO**  
*Department Manager*  
*Corporate Planning Department*