



STUDENT ON-THE-JOB-TRAINING
WEEKLY REPORT

Name: Reynaldo F. Bocaling Jr.	Company: NEUST - CICT
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Course and Section: 4E	Training Station: CICT OJT Office	Date: January 29 – February 2, 2024
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DAYS	SUMMARY OF WORK, DUTIES AND RESPONSIBILITIES	HOURS
Monday	Checking and Monitoring the Attendance of WST Faculty Classes	8
Tuesday	Checking and Monitoring the Attendance of WST Faculty Classes and Data Gathering for New Project	8
Wednesday	Checking and Monitoring the Attendance of WST Faculty Classes and Data Gathering for New Project	8
Thursday	Checking and Monitoring the Attendance of WST Faculty Classes and Updating Intertrack System	8
Friday		0
Saturday	NONE	
Sunday	NONE	
	TOTAL TRAINING HOURS PER WEEK	32

Prepared by:

REYNALDO F. BOCAING JR.
On-the-Job Trainee

Checked by:

ALEXANDER S. COCHANCO
Trainer/Supervisor

Noted by:

ALEXANDER S. COCHANCO
OJT Coordinator