
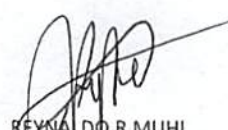
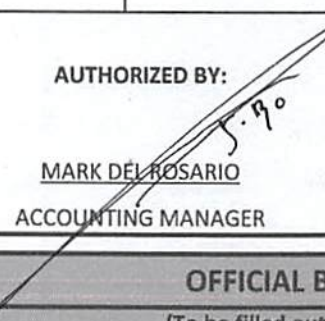
	<b>STAFFERS PROVIDER OF ASIA, INC.</b>	OFFICIAL BUSINESS FORM		
		FR-HRD-22rev08		
(To be submitted 3 days before the scheduled OB)				
<input type="checkbox"/> Training <input type="checkbox"/> Plant Visit <input checked="" type="checkbox"/> Others				
Name <b>REYNALDO R MUHI</b>		Department /Position <b>ACCOUNTING ASSISTANT</b>		Date Filed <b>05/30/2024</b>
				Date of OB <b>05/30/2024</b>
1. PURPOSE <b>PICK UP AND CARRIED CONSTRUCTION MATERIAL TO SUMMIT ONE TOWER 14TH FLOOR</b>				
Contact Person / Contact No:		Destination : <b>ONE SUMMIT TOWER MANDALUYONG CITY</b>	5:43 PM	9:30PM
2. PURPOSE				
Contact Person / Contact No:		Destination :		
<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">   <u>REYNALDO R MUHI</u>              EMPLOYEE'S SIGNATURE           </div> <div style="text-align: center;"> <b>AUTHORIZED BY:</b>    <u>MARK DEL ROSARIO</u>              ACCOUNTING MANAGER           </div> <div style="text-align: center;"> <b>APPROVED BY:</b>  <u>EUFROCINA P. MATURAN</u>              PRESIDENT           </div> <div style="text-align: center;"> <b>NOTED BY:</b>  <u>CRISANTO R. DELA CRUZ</u>              CHIEF OF STAFF           </div> </div>				
<b>OFFICIAL BUSINESS REPORT</b>				
(To be filled out before submitting OB Form)				
<b>ITEMIZED ACTIVITIES</b>			<b>RESULTS</b> (Done or Pending)	
PICK UP AND CARRIED CONSTRUCTION MATERIAL TO SUMMIT ONE TOWER 14TH FLOOR			DONE	
<i>Note: Failure to accomplish this form completely and correctly shall mean non-payment of any expenses incurred by the employee and will not be honored as official.</i>				
Immediate Supervisor: _____			Noted by: _____	

