

Our ref: 07262023/SGCE

JULY 26, 2023

WILCON DEPOT INC.

Attn: HR Department

Dear Sir/Madam,

We are requesting your good office to please allow below Promodiser:

Name: JAYSON L. CABATO
Branch: WILCON BUTUAN D36

☒ Absent

☐ Leave

☐ Late

☐ Undertime/Halfday

☐ Change Duty


☐ Change Day- off

☐ Others: _____

Date Covered: JULY 24-29, 2023

Reason : DUE TO SORE EYES.

Thank you for your kind consideration.


Shirley Grace C. Egot
Admin Assistant