



Republic of the Philippines  
Province of Negros Occidental  
City of San Carlos

**OFFICE OF THE CITY ADMINISTRATOR**

Department

JOB ORDEER NO. 19\_065 PROJECT COST/BUDGET (Labor): 512,400.00  
DATE: 9/30/2019 PREVIOUS BALANCE: 117,040.00  
PROJECT: Other General Serivces  
THIS PERIOD: 1,400.00  
CHARGES: 5-02-12-990 BALANCE: 115,640.00

This One (1) laborer is directed to proceed to jobsite, namely:

NAMES				PRERIOD COVERED
1	Ledesma	, Ma. Katreena	G.	October 7 -11, 2019 @ 280.00/day 8:00am - 12:00 pm/1:00 pm - 5:00 pm

**WORK TO BE DONE:**

Presentation and do some errand works at the Information  
Technology and Computer Services Office.

\*\*\*\*\*

Prepared by:

**CHARITY P. MADRID**  
Computer Operator I

Recommended for Approval:

**ATTY. CHAT H. DELIMA-CORDERO**  
Acting City Administrator/City Gov't. Dept. Head I

Noted by:

**JONIE S. UY**  
Executive Assistant III  
City Mayor's Office

Approved by:

**RENATO Y. GUSTILO**  
City Mayor