

048

BHD 8,200.00

Bank House Belfer Account of Endorsement

ACCOUNT NO.	ACCOUNT NAME	CHECK NO.	BSTN
007-650-02879-8	007-650-02879-8	6500187337	38026 0023
		183	
PAY TO THE ORDER OF	JORGENSEN BOLIVAR	DATE	January 22, 2021
PESOS	"FORTY THREE THOUSAND TREE HUNDRED TWO PESOS ONLY"	AMOUNT	43,302.00
<p style="text-align: center;"><i>We allow the electronic clearing of this check and hereby waive the presentation for payment of this original to Metrobank.</i></p>  Metrobank accountone METROPOLITAN BANK & TRUST COMPANY			
ORIENTAL MINDORO-PINAMALAYAN BRANCH MABINI ST. PINAMALAYAN OR. MIN.		<i>ebogin</i> ENRICO BRIAN ANI <i>apuris</i> ANALYN PURIO	
<i>#6500187337#38026#0023#007650028798# 0005031</i> <i>Engr. Latoza Meal Jan 18 - 24, 2021 ₱ 750.00</i> <i>MHEC Pinamalayan Meal Jan 18 - 24, 2021 ₱ 57,125.00</i> <i>PCF - 2B January 08 - 16, 2021 ₱ 5,427.00</i> <i>BHD 8,200.00</i>			

1/22/2021

ANALYN PURIO

**PHP 37,125.00

Thirty-Seven Thousand One Hundred Twenty-Five and 00/100*****

PINAMALAYAN

MHEC. Pinamalayan Site-Meal Allowance for the per

ANALYN PURIO

1/22/2021

E202 · OPEX Employee Benefits:E202B* MHEC. Pinamalayan Site-Meal Allowance for the peri

PHP 6,375.00

A720 · CIP - Phase 2 BIOMASS:A723 · P MHEC. Pinamalayan Site-Meal Allowance for the peri

PHP 4,425.00

E100 · Cost of Goods Sold:E107 · COS- MHEC. Pinamalayan Site-Meal Allowance for the peri

PHP 26,325.00

Metrobank - Site 2879 MHEC. Pinamalayan Site-Meal Allowance for the

PHP 37,125.00

ANALYN PURIO

1/22/2021

E202 · OPEX Employee Benefits:E202B* MHEC. Pinamalayan Site-Meal Allowance for the peri

PHP 6,375.00

A720 · CIP - Phase 2 BIOMASS:A723 · P MHEC. Pinamalayan Site-Meal Allowance for the peri

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PHP 26,325.00

Metrobank - Site 2879 MHEC. Pinamalayan Site-Meal Allowance for the

PHP 37,125.00

MINDORO HARVEST ENERGY CO. INC

REQUEST FOR DISBURSEMENT

SENDER : MHEC
 PAY TO :

RFCD No. : MHEC-01-210-PIN.Date Requested: Jan. 19, 2021Due Date : Jan. 22, 2021

Cash



Bank Check

EXPLANATION

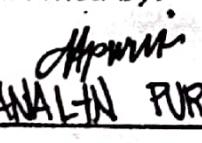
AMOUNT

MEAL ALLOWANCE

for the period covered JANUARY 18 - 24, 2020

MHEC- PINAMALAYAN SITE

37, 125.00

Prepared by:	Checked by:	Noted by:	Approved by:	Request Initiated by:	Payment Received by:
 GRACE BARNARDO	 ANALYN PURIO	thru vigr mail/ 01/20/21 09:03AM JOH F. NAJITO			

MINDORO HARVEST ENERGY CO. INC.
NABUSLOT, PINAMALAYAN
FOR THE PERIOD COVERED Jan.18-24, 2021

	NAME	No of Days Worked	Daily Allowance	Adjustment	FOR ADVANCE RELEASE	TOTAL AMOUNT	SIGNATURE
					01/11-17/2021		
1	Abrio Jashper Nil	L. 6	150.00	(150.00)	900.00	750.00	<i>[Signature]</i>
2	Abuda Anna Faith	N. 6	150.00	-	900.00	900.00	<i>[Signature]</i>
3	Agoncillo Joey	M. 6	150.00	-	900.00	900.00	<i>[Signature]</i>
4	Ani Enrico Brian	A. 6	400.00	-	2,400.00	2,400.00	<i>[Signature]</i>
5	Anyayahan Ericson	F. 6	75.00	(75.00)	450.00	375.00	<i>[Signature]</i>
6	Arcilla Archie	M. 6	75.00	-	450.00	450.00	<i>[Signature]</i>
7	Banastas Daniel Mark	M. 6	75.00	150.00	900.00	1,050.00	<i>[Signature]</i>
8	Beato Nestor	B. 6	150.00	-	900.00	900.00	<i>[Signature]</i>
9	Bequilla Warren	B. 6	150.00	-	450.00	450.00	<i>[Signature]</i>
10	Bernardo Mary Grace	A. 6	75.00	-	450.00	450.00	<i>[Signature]</i>
11	Bolivar Jorgensen	L. 6	75.00	-	900.00	900.00	<i>[Signature]</i>
12	Bumagat Janson		150.00	-	450.00	450.00	<i>[Signature]</i>
13	Calderon Jefferson	A. 6	75.00	-	900.00	900.00	<i>[Signature]</i>
14	Calle Randy	L. 6	150.00	-	450.00	450.00	<i>[Signature]</i>
15	Ceniza Angel Faith	G. 6	75.00	-	900.00	900.00	<i>[Signature]</i>
16	Corteza Jubert	C. 6	150.00	-	450.00	450.00	<i>[Signature]</i>
17	Cunanan Gian Carlo	O. 6	75.00	-	900.00	900.00	<i>[Signature]</i>
18	De Belen Sheryl	M. 6	150.00	-	900.00	600.00	<i>[Signature]</i>
19	De Guzman Edenelle	F. 6	150.00	(300.00)	450.00	450.00	<i>[Signature]</i>
20	De Villa Mark Joey	A. 6	75.00	-	900.00	1,050.00	<i>[Signature]</i>
21	Delica Jaylord Zeus	M. 6	150.00	150.00	900.00	900.00	<i>[Signature]</i>
22	Dimaala Melvin	M. 6	150.00	-	900.00	-	<i>[Signature]</i>
23	Ecal Joy	C. 6	150.00	(900.00)	450.00	525.00	<i>[Signature]</i>
24	Jarasa John	M. 6	75.00	75.00	900.00	900.00	<i>[Signature]</i>
25	Justiniano Mark Gil	F. 6	150.00	-	450.00	450.00	<i>[Signature]</i>
26	Laylay Reymark	M. 6	75.00	-	450.00	450.00	<i>[Signature]</i>
27	Leuterio Jay Ar	L. 6	75.00	-	450.00	450.00	<i>[Signature]</i>
28	Linga Laurence	M. 6	75.00	-	1,200.00	1,200.00	<i>[Signature]</i>
29	Lorenzo Carlos Jr.	S. 6	200.00	-	900.00	900.00	<i>[Signature]</i>
30	Luna Rogelio Jr.	P. 6	150.00	-	450.00	450.00	<i>[Signature]</i>
31	Madla Zcyra	L. 6	75.00	-	450.00	450.00	<i>[Signature]</i>
32	Malarayap Alyssa	M. 6	75.00	-	450.00	450.00	<i>[Signature]</i>
33	Mañibo Michael	M. 6	75.00	-	450.00	450.00	<i>[Signature]</i>
34	Marasigan Maximo	A. 6	150.00	150.00	900.00	1,050.00	<i>[Signature]</i>
35	Masculino Danilo	N. 6	150.00	-	900.00	900.00	<i>[Signature]</i>
36	Medora Ian	M. 6	150.00	-	450.00	450.00	<i>[Signature]</i>
37	Mendoza Julius Cesar	N. 6	75.00	-	450.00	450.00	<i>[Signature]</i>
38	Mercene Noah Evan	T. 6	75.00	-	450.00	450.00	<i>[Signature]</i>
39	Miciano Philip John	T. 6	300.00	(1,800.00)	1,800.00	-	<i>[Signature]</i>
40	Moncada April Leona Kaye	D. 6	75.00	-	450.00	450.00	<i>[Signature]</i>
41	Olaguer Raian		150.00	-	900.00	900.00	<i>[Signature]</i>
42	Ornedo Ruther	I. 6	150.00	-	900.00	900.00	<i>[Signature]</i>
43	Pangan Alver	B. 6	75.00	-	450.00	450.00	<i>[Signature]</i>
44	Purio Analyn	M. 6	150.00	(75.00)	900.00	825.00	<i>[Signature]</i>
45	Quilang Jay Anthony	B. 6	150.00	-	900.00	900.00	<i>[Signature]</i>
46	Radaza Ramir	T. 6	150.00	-	900.00	900.00	<i>[Signature]</i>
47	Ramos Mark	B. 6	75.00	-	450.00	450.00	<i>[Signature]</i>
48	Reforma Jestoni	L. 6	75.00	-	450.00	450.00	<i>[Signature]</i>
49	Reyes Jake	M. 6	150.00	(75.00)	900.00	825.00	<i>[Signature]</i>
50	Rupido Mc Donnell	E. 6	75.00	-	450.00	450.00	<i>[Signature]</i>
51	Valdez Mark Aries	M. 6	150.00	-	900.00	900.00	<i>[Signature]</i>
52	Villanueva Benjie		75.00	(75.00)	450.00	375.00	<i>[Signature]</i>
53	Villanueva Kevin	A. 6	75.00	-	450.00	450.00	<i>[Signature]</i>
54	Vitto Raelyn	M. 6	150.00	-	900.00	900.00	<i>[Signature]</i>
			TOTAL			37,125.00	

Prepared by:
[Signature]
MARY GRACE BERNARDO
Accounting Assistant

Checked by:
[Signature]
ANALYN PURIO
Finance Assistant

Noted by:
[Signature]
JOY F. NAJITO
Admin Manager

MINDORO HARVEST
NPC Compound Sta Isabel, Simaron Calapan City

MEAL ALLOWANCE
Jan. 11-17, 2021

NAMES		daily Allowance	No. of days work	adjustment : Jan. 11-17, 2021	REMARKS	For Release
1	Abrio	Jashper Nil	150.00	6	-1.0 ✓	SL on Jan. 14 ✓ 5.0
2	Abuda	Anna Faith	150.00	6		✓ 6.0
3	Agoncillo	Joey	150.00	6		✓ 6.0
4	Ani	Enrico Brian	400.00	6		✓ 6.0
5	Anyayahen	Ericson F.	75.00	6	-1.0 ✓	SL on Jan. 15 ✓ 5.0
6	Arcilla	Archie	75.00	6		✓ 6.0
7	Banastas	Daniel Mark M.	75.00	6		✓ 6.0
8	Beato	Nestor	150.00	6	1.0 ✓	RD Duty Jan. 14 ✓ 7.0
9	Bequilla	Warren	150.00	6		✓ 6.0
10	Bernardo	Mary Grace	75.00	6		✓ 6.0
11	Bolivar	Jorgensen	75.00	6		✓ 6.0
12	Bumagat	Janson	150.00	6		✓ 6.0
13	Calderon	Jefferson	75.00	6		✓ 6.0
14	Calle	Randy	150.00	6		✓ 6.0
15	Ceniza	Angel Faith	75.00	6		✓ 6.0
16	Corteza	Jubert	150.00	6		✓ 6.0
17	Cunanan	Gian Carlo	75.00	6		✓ 6.0
18	De Belen	Sheryl	150.00	6		✓ 6.0
19	De Guzman	Edenelle	150.00	6	-2.0 ✓	VL on Jan. 15 & 16 ✓ 4.0
20	De Villa	Mark Joey	75.00	6		✓ 6.0
21	Delica	Jaylord Zeus	150.00	6	1.0 ✓	RD Duty Jan. 15 ✓ 7.0
22	Dimaala	Melvin	150.00	6		✓ 6.0
23	Ecal	Joy	150.00	6	-6.0 ✓	SL Jan 11-17 ✓ - -
24	Jarasa	John M.	75.00	6	1.0 ✓	RD Duty Jan. 15 ✓ 7.0
25	Justiniano	Mark Gil	150.00	6		✓ 6.0
26	Laylay	Reymark	75.00	6		✓ 6.0
27	Leuterio	Jay-Ar	75.00	6		✓ 6.0
28	Linga	Laurence	75.00	6		✓ 6.0
29	Lorenzo	Carlos Jr.	200.00	6		✓ 6.0
30	Luna	Rogello	150.00	6		✓ 6.0
31	Madia	Zcyra	75.00	6		✓ 6.0
32	Malarayap	Alyssa	75.00	6		✓ 6.0
33	Mañibo	Michael	75.00	6		✓ 6.0
34	Marasigan	Maximo	150.00	6	1.0 ✓	RD Duty Jan. 17 ✓ 7.0
35	Mascullino	Danilo	150.00	6		✓ 6.0
36	Medora	Ian	150.00	6		✓ 6.0
37	Mendoza	Julius Cesar	75.00	6		✓ 6.0
38	Mercene	Noah	75.00	6		✓ 6.0
39	Moncada	April Leona Kaye	75.00	6		✓ 6.0
40	Olaguer	Raiyan	150.00	6		✓ 6.0
41	Ormedo	Ruther	150.00	6		✓ 6.0
42	Pangan	Alver	75.00	6		✓ 6.0
43	Purio	Analyn	150.00	6	-0.5 ✓	Half Day on Jan. 14 ✓ 5.5
44	Quiliang	Jay Anthony	150.00	6		✓ 6.0
45	Radaza	Ramir	150.00	6		✓ 6.0
46	Ramos	Mark	75.00	6		✓ 6.0
47	Reforma	Jestoni	75.00	6		✓ 6.0
48	Reyes	Jake	150.00	6	-0.5 ✓	Half Day on Jan. 14 ✓ 5.5
49	Rupido	Mc Donell	75.00	6		✓ 6.0
50	Valdez	Mark Aries	150.00	6		✓ 6.0
51	Villanueva	Benjie	75.00	6	-1.0 ✓	VL on Jan. 12 ✓ 5.0
52	Villanueva	Kevin	75.00	6		✓ 6.0
53	Vitto	Raelyn	150.00	6		✓ 6.0
		TOTAL				

Prepared by:

RAELEN M. VITTO
Admin/HR Assistant

Checked by:

ANALYN PURIO
Finance Assistant

Noted by:

*thru via email
01/12/21 09:08 AM*
JOY F. NAJITO
Admin Manager

MINDORO HARVEST ENERGY CO., INC.
DTR SUMMARY FOR THE PERIOD OF Jan. 11-17, 2021

Shift Reference

A= 7:00 AM -3:00 PM

B= 3:00 PM - 11:00 PM

No.	ID No	NAME	POSITION	STATUS	DATE	11	12	13	14	15	16	17	TOTAL
1	S14-0012	ABRIO, Jasper Nil L.	EIC Supervisor	Regular	<i>SHIFT</i>	D	D	D	SL	A	A	RD	
					<i>No. of Hours</i>	8	8	8	SL	8	8	RD	5
					<i>Overtime (hrs.)</i>	0	0	0	SL	0	0	RD	0
					<i>Late (mins)</i>								0
2	M19-013	ABUDA, ANNA FAITH	Operations Analyst	Regular	<i>SHIFT</i>	D	D	D	D	D	D	RD	
					<i>No. of Hours</i>	8	8	8	8	8	8	RD	6
					<i>Overtime (hrs.)</i>	0	0	0	0	0	0	RD	0
					<i>Late (mins)</i>								0
3	M19-011	AGONCILLO, JOEY	Helper Mechanic	Regular	<i>SHIFT</i>	CRD	A	A	A	A	A	SL	
					<i>No. of Hours</i>	8	8	8	8	8	8	SL	6
					<i>Overtime (hrs.)</i>	0	0	0	0	0	0	SL	0
					<i>Late (mins)</i>								0
4	S16-0036	ANI, ENRICO BRIAN	Plant Superintendent	Regular	<i>SHIFT</i>	A	A	A	A	A	A	RD	
					<i>No. of Hours</i>	6	8	9	8	9	8	RD	6
					<i>Overtime (hrs.)</i>	-2	0	1	0	1	0	RD	0
					<i>Late (mins)</i>					2			0
5	M20-058	ANYAYAHAN, ERICSON F	CRO	Trainee	<i>SHIFT</i>	RD	C	C	C	SL	C	C	
					<i>No. of Hours</i>	RD	8	8	8	SL	8	8	5
					<i>Overtime (hrs.)</i>	RD	0	0	0	SL	0	0	0
					<i>Late (mins)</i>								0
6	M20-051	ARCILLA, ARCHIE M.	AO	Probationary	<i>SHIFT</i>	A	A	A	A	RD	C	C	
					<i>No. of Hours</i>	8	8	8	8	RD	8	8	6
					<i>Overtime (hrs.)</i>	0	0	0	0	RD	0	0	0
					<i>Late (mins)</i>								0
7	M20-067	BANASTAS, DANIEL MAR	AO	Trainee	<i>SHIFT</i>	RD	A	A	A	A	A	A	
					<i>No. of Hours</i>	RD	8	8	8	8	8	8	6
					<i>Overtime (hrs.)</i>	RD	0	0	0	0	0	0	0
					<i>Late (mins)</i>								0
8	M19-002	BEATO, NESTOR	Mechanic	Regular	<i>SHIFT</i>	A	A	A	A	A	A	A	
					<i>No. of Hours</i>	8	8	8	8	8	8	8	7
					<i>Overtime (hrs.)</i>	0	0	0	0	0	0	0	0
					<i>Late (mins)</i>								0
9	M20-021	BEQUILLA, WARREN	Mechanic	Regular	<i>SHIFT</i>	A	A	A	A	A	A	RD	
					<i>No. of Hours</i>	8	8	8	8	8	8	RD	6
					<i>Overtime (hrs.)</i>	0	0	0	0	0	0	RD	0
					<i>Late (mins)</i>								0
10	M20-059	BERNARDO, MARY GRAC	Bookkeeper	Trainee	<i>SHIFT</i>	D	D	D	D	D	D	RD	
					<i>No. of Hours</i>	8	8	8	8	8	8	RD	6
					<i>Overtime (hrs.)</i>	0	0	0	0	0	0	RD	0
					<i>Late (mins)</i>					19			1
11	M20-057	BOLIVAR, JORGENSEN L	Driver/Utility	Probationary	<i>SHIFT</i>	D	D	D	D	D	D	RD	
					<i>No. of Hours</i>	8	8	8	8	8	8	RD	6
					<i>Overtime (hrs.)</i>	0	0	0	0	0	0	RD	0
					<i>Late (mins)</i>	2							0
12		BUMAGAT, JANSON	Project Mechanical Engr.	Probationary	<i>SHIFT</i>	A	A	A	A	A	A	RD	
					<i>No. of Hours</i>	8	8	8	8	8	8	RD	6
					<i>Overtime (hrs.)</i>	0	0	0	0	0	0	RD	0
					<i>Late (mins)</i>								0
13	M20-052	CALDERON, JEFFERSON	AO	Probationary	<i>SHIFT</i>	A	B	B	B	B	B	RD	
					<i>No. of Hours</i>	8	8	8	8	8	8	RD	6
					<i>Overtime (hrs.)</i>	0	0	0	0	0	0	RD	0
					<i>Late (mins)</i>								0

					11	12	13	14	15	16	17
M20-026	CALLE, RANDY	CRO	Regular	SHIFT	A	A	A	RD	C	C	C
				No. of Hours	S	S	S	RD	S	S	S
				Overtime (hrs.)	0	0	0	RD	0	0	0
				Late (mins)							0
15	M20-049	CENIZA, ANGEL FAITH G	Technical Planner	SHIFT	D	D	D	D	D	D	RD
				No. of Hours	S	S	S	S	S	S	RD
				Overtime (hrs.)	0	0	0	0	0	0	RD
				Late (mins)							0
16	M19-003	CORTEZA, JUBERT	Shift Supervisor	SHIFT	S	S	S	A	RD	A	A
				No. of Hours	S	S	S	S	RD	S	S
				Overtime (hrs.)	0	0	0	0	RD	0	0
				Late (mins)							0
17	M20-036	CUNANAN, GIAN CARLO	EO	SHIFT	A	A	A	A	RD	C	C
				No. of Hours	S	S	S	S	RD	S	S
				Overtime (hrs.)	0	0	0	0	RD	0	0
				Late (mins)							0
18	M20-033	DE BELEN, SHERYL	Project Coordinator	SHIFT	A	A	A	A	A	A	RD
				No. of Hours	S	S	S	S	S	S	RD
				Overtime (hrs.)	0	0	0	0	0	0	RD
				Late (mins)							0
19	M19-014	DE GUZMAN, EDENELLE	QA Civil Engr.	SHIFT	A	A	A	A	VL	VL	RD
				No. of Hours	S	S	S	S	VL	VL	RD
				Overtime (hrs.)	0	0	0	0	VL	VL	RD
				Late (mins)							0
20	M20-024	DELICA, JAYLORD ZEUS	EIC Technician	SHIFT	A	A	A	A	A	A	A
				No. of Hours	S	S	S	S	S	S	7
				Overtime (hrs.)	0	0	0	0	0	0	0
				Late (mins)							0
21	M20-053	DE VILLA, MARK JOEY A	EO	SHIFT	S	S	S	RD	A	A	A
				No. of Hours	S	S	S	RD	S	S	S
				Overtime (hrs.)	0	0	0	RD	0	0	0
				Late (mins)							0
22	M19-028	DIMAALA, MELVIN	Warehouseman	SHIFT	D	D	D	D	D	A	RD
				No. of Hours	S	S	S	S	S	S	RD
				Overtime (hrs.)	0	0	0	0	0	0	RD
				Late (mins)	6						0
23	M19-004	ECAL, JOY	Mechanic	SHIFT	LWOP	LWOP	LWOP	LWOP	LWOP	RD	LWOP
				No. of Hours	LWOP	LWOP	LWOP	LWOP	LWOP	RD	LWOP
				Overtime (hrs.)	LWOP	LWOP	LWOP	LWOP	LWOP	RD	LWOP
				Late (mins)							0
24	M20-066	JARASA, JOHN M.	Mechanic	SHIFT	A	A	A	A	A	A	A
				No. of Hours	S	S	S	S	S	S	S
				Overtime (hrs.)	0	0	0	0	0	0	0
				Late (mins)							0
25	M20-023	JUSTINIANO, MARK GIL	Warehouseman	SHIFT	A	A	A	A	A	RD	A
				No. of Hours	S	S	S	S	S	RD	S
				Overtime (hrs.)	0	0	0	0	0	RD	0
				Late (mins)							0
26	M20-050	LAYLAY, REYMARK	Accountant	SHIFT	A	D	A	D	A	A	RD
				No. of Hours	9	S	9	S	9	S	RD
				Overtime (hrs.)	1	0	1	0	1	0	RD
				Late (mins)							0
27	M20-054	LEUTERIO, JAY-AR L	AO	SHIFT	C	C	C	C	C	RD	B
				No. of Hours	S	S	S	S	S	RD	S
				Overtime (hrs.)	0	0	0	0	0	RD	0
				Late (mins)							0
28	M20-035	LINGA, LAURENCE	EO	SHIFT	RD	A	A	A	A	A	A
				No. of Hours	RD	S	S	S	S	S	S
				Overtime (hrs.)	RD	0	0	0	0	0	0
				Late (mins)							0

					SHIFT	A	A	A	A	A	A	RD	
					No. of Hours	8	8	8	8	8	8	RD	6
					Overtime (hrs.)	0	0	0	0	0	0	RD	0
					Late (mins)								0
30	M19-008	LUNA, ROGELIO JR.	Security OIC	Regular	SHIFT	D	D	D	D	D	D	RD	
					No. of Hours	8	8	8	8	8	8	RD	6
					Overtime (hrs.)	0	0	0	0	0	0	RD	0
					Late (mins)								0
31	M20-061	MADLA, ZCYRA	Accounting Clerk	Probationary	SHIFT	D	D	D	D	D	D	RD	
					No. of Hours	8	8	8	8	8	8	RD	6
					Overtime (hrs.)	0	0	0	0	0	0	RD	0
					Late (mins)								0
32	M20-060	MALARAYAP, ALYSSA	Project Cost Accounting Staff	Probationary	SHIFT	D	D	D	D	D	D	RD	
					No. of Hours	8	8	8	8	8	8	RD	6
					Overtime (hrs.)	0	0	0	0	0	0	RD	0
					Late (mins)								0
33	M19-027	MAÑIBO, MICHAEL	EO	Probationary	SHIFT	A	RD	C	C	C	C	C	
					No. of Hours	8	RD	8	8	8	8	8	6
					Overtime (hrs.)	0	RD	0	0	0	0	0	0
					Late (mins)								0
34	M20-022	MARASIGAN, MAXIMO	Driver/Utility	Regular	SHIFT	A	A	A	A	A	A	A	
					No. of Hours	8	8	8	8	8	8	8	7
					Overtime (hrs.)	0	0	0	0	0	0	0	0
					Late (mins)								0
35	M19-005	MASCULINO, DANILO	CRO	Regular	SHIFT	B	B	RD	A	A	A	A	
					No. of Hours	8	8	RD	8	8	8	8	6
					Overtime (hrs.)	0	0	RD	0	0	0	0	0
					Late (mins)								0
36	M19-006	MEDORA, IAN	EIC Technician	Regular	SHIFT	RD	A	A	A	A	A	A	
					No. of Hours	RD	8	8	8	8	8	8	6
					Overtime (hrs.)	RD	0	0	0	0	0	0	0
					Late (mins)								0
37	M20-046	MENDOZA, JULIUS CESA	AO	Probationary	SHIFT	B	B	CRD	B	A	A	A	
					No. of Hours	8	8	CRD	8	8	8	8	6
					Overtime (hrs.)	0	0	CRD	0	0	0	0	0
					Late (mins)								0
38	M20-055	MERCENE, NOAH	Purchaser	Probationary	SHIFT	D	D	D	D	D	D	RD	
					No. of Hours	8	8	8	8	8	8	RD	6
					Overtime (hrs.)	0	0	0	0	0	0	RD	0
					Late (mins)								0
39	M20-040	MONCADA, APRIL LEONA	Operations Secretary	Probationary	SHIFT	D	D	D	D	D	D	RD	
					No. of Hours	8	8	8	8	8	8	RD	6
					Overtime (hrs.)	0	0	0	0	0	0	RD	0
					Late (mins)								0
40	M20-068	OLAGUER, RAIAN	Shift Supervisor	Probationary	SHIFT	C	C	C	C	C	RD	C	
					No. of Hours	8	8	8	8	8	RD	8	6
					Overtime (hrs.)	0	0	0	0	0	RD	0	0
					Late (mins)								0
41	M19-016	ORNEDO, RUTHER	EO	Regular	SHIFT	C	C	C	C	C	RD	B	
					No. of Hours	8	8	8	8	8	RD	8	6
					Overtime (hrs.)	0	0	0	0	0	RD	0	0
					Late (mins)								0
42	M20-062	PANGAN, ALVER B.	Shift Supervisor	Probationary	SHIFT	A	A	A	RD	A	C	B	
					No. of Hours	8	8	8	RD	8	8	8	6
					Overtime (hrs.)	0	0	0	RD	0	0	0	0
					Late (mins)								0
43	M19-017	PURIO, ANALYN	Finance Assistant	Regular	SHIFT	D	D	D	L	D	D	RD	
					No. of Hours	8	8	8	4	8	8	RD	5.5
					Overtime (hrs.)	0	0	0	-4	0	0	RD	0
					Late (mins)								0

					SHIFT	A	RD	A	A	A	A	A	A	A	11	12	13	14	15	16	17	
420-020	QUILANG, JAY ANTHONY	Plant Mechanic	Regular	No. of Hours	8	8	RD	8	8	8	8	8	8	8	6							
				Overtime (hrs.)	0	0	RD	0	0	0	0	0	0	0	0							
				Late (mins)											0							
				SHIFT	A	A	A	A	A	A	A	A	A	RD								
45	M19-010	RADAZA, RAMIR	Maintenance Superintendent	Regular	No. of Hours	8	8	8	8	8	8	8	8	8	RD	6						
					Overtime (hrs.)	0	0	0	0	0	0	0	0	0	RD	0						
					Late (mins)										0							
					SHIFT	C	C	RD	B	B	B	B	B	B								
46	M20-038	RAMOS, MARK	AO	Probationary	No. of Hours	8	8	RD	8	8	8	8	8	8	6							
					Overtime (hrs.)	0	0	RD	0	0	0	0	0	0	0							
					Late (mins)										0							
					SHIFT	A	A	A	A	A	A	A	A	RD								
47	M20-065	REFORMA, JESTONI L.	Substation Tender	Probationary	No. of Hours	8	8	8	8	8	8	8	8	8	RD	6						
					Overtime (hrs.)	0	0	0	0	0	0	0	0	0	RD	0						
					Late (mins)										0							
					SHIFT	A	A	A	L	A	A	A	A	RD								
48	M20-047	REYES, JAKE	Project Coordinator	Project Based	No. of Hours	8	8	8	5	8	8	8	8	8	RD	5.5						
					Overtime (hrs.)	0	0	0	-3	0	0	0	0	0	RD	0						
					Late (mins)										0							
					SHIFT	A	A	A	A	A	A	A	A	A	RD							
49	M20-043	RUPIDO, MC DONNEL	Fuel Tender	Probationary	No. of Hours	8	12	8	8	8	8	8	8	8	RD	6						
					Overtime (hrs.)	0	4	0	0	0	0	0	0	0	RD	0						
					Late (mins)										0							
					SHIFT	C	RD	B	B	B	B	B	B	B								
50	M20-025	VALDEZ, MARK ARIES M.	CRO	Regular	No. of Hours	8	RD	8	8	8	8	8	8	8	8	6						
					Overtime (hrs.)	0	RD	0	0	0	0	0	0	0	0							
					Late (mins)										0							
					SHIFT	D	VL	D	D	D	D	D	D	D	RD							
51	M20-070	VILLANUEVA, BENJIE	Warehouse Supervisor	Trainee	No. of Hours	8	VL	8	8	8	8	8	8	8	RD	5						
					Overtime (hrs.)	0	VL	0	0	0	0	0	0	0	RD	0						
					Late (mins)										0							
					SHIFT	B	B	B	B	B	B	B	B	B	RD							
52	M20-039	VILLANUEVA, KEVIN	EO	Probationary	No. of Hours	8	8	8	8	8	8	8	8	8	RD	6						
					Overtime (hrs.)	0	0	0	0	0	0	0	0	0	RD	0						
					Late (mins)										0							
					SHIFT	D	D	D	D	D	D	D	D	D	RD							
53	M19-018	VITTO, RAEILYN M.	Admin/HR Assistant	Regular	No. of Hours	8	8	8	7	8	8	8	8	8	RD	6						
					Overtime (hrs.)	0	0	0	-1	0	0	0	0	0	RD	0						
					Late (mins)										0							

RFCD for Recommending Approval

4 messages

Analyn Purio <ampurio.mhec@gmail.com>

Tue, Jan 19, 2021 at 10:37 AM

To: Joy Najito <jfnajito.cpgc.sipc@gmail.com>

Cc: marietta celis <mccelis.cpgc.sipc@gmail.com>, Reymark Laylay <rlaylay.mhec@gmail.com>, Mary Grace Bernardo <mabernardo.mhec@gmail.com>

Dear Ma'am Joy,

Good Morning.

Ma'am kindly see attached file the RFCD for

* Meal Allowance of Engr. Iatoza
for the Period of Jan.18-24, 2021 P750.00

*Meal Allowance for MHEC Employee's
for the period of January 18-24,2021 P37,125.00

for your recommending approval.

Thank you and Best Regards,
Ana

 **RFCD-MHEC-01-2110-PIN..pdf**
2925K

Analyn Purio <ampurio.mhec@gmail.com>

Wed, Jan 20, 2021 at 9:03 AM

To: Joy Najito <jfnajito.cpgc.sipc@gmail.com>

Cc: marietta celis <mccelis.cpgc.sipc@gmail.com>, Reymark Laylay <rlaylay.mhec@gmail.com>, Mary Grace Bernardo <mabernardo.mhec@gmail.com>

Dear Ma'am Joy,

Good Morning.

Ma'am follow -up ko po ang RFCD for Meal Allowance
for your recommending approval

Thank you,
Ana

[Quoted text hidden]

Joy Najito <jfnajito.cpgc.sipc@gmail.com>

Wed, Jan 20, 2021 at 9:12 AM

Purio <ampurio.mhec@gmail.com>

is proceed. Thank you.

[Quoted text hidden]

Analyn Purio <ampurio.mhec@gmail.com>
To: Joy Najito <jfnajito.cpgc.sipc@gmail.com>

Wed, Jan 20, 2021 at 9:13 AM

Thank you po Ma'am.

[Quoted text hidden]

MINDORO HARVEST ENERGY CO. INC.
NABUSLOT, PINAMALAYAN
FOR THE PERIOD COVERED Jan.18-24, 2021

NAME	No of Days Worked	Daily Allowance	Adjustment	FOR ADVANCE RELEASE	TOTAL AMOUNT	No of Days Worked	SIGNATURE	Adjustment					
			01/18-24/2021					01/18-24/2021					
				01/25-31/2021									
MHEC - Pinamalayan													
ADMIN													
1 Bernardo	Mary Grace	A.	6	75.00	-	450.00	450.00						
2 Bolivar	Jorgensen	L.	6	75.00	-	450.00	450.00						
3 Laylay	Reymark	M.	6	75.00	-	450.00	450.00						
4 Luna	Rogetio Jr.	P.	6	150.00	-	900.00	900.00						
5 Madla	Zcyra	L.	6	75.00	-	450.00	450.00						
6 Malarayap	Alyssa	M.	6	75.00	-	450.00	450.00						
7 Marasigan	Maximo	A.	6	150.00	150.00	900.00	1,050.00	1					
8 Moncada	April Leona Kaye	D.	6	75.00	-	450.00	450.00						
9 Purio	Analyn	M.	6	150.00	- 75.00	900.00	825.00	-0.5					
10 Vitto	Raelyn	M.	6	150.00	-	900.00	900.00						
SUBTOTAL						6,375.00							
BIO MASS													
11 Buragat	Janson		6	150.00	-	900.00	900.00						
12 De Belen	Sheryl	M.	6	150.00	-	900.00	900.00						
13 De Guzman	Edenelle	F.	6	150.00	- 300.00	900.00	600.00	-2					
14 Lorenzo	Carlos Jr.	S.	6	200.00	-	1,200.00	1,200.00						
15 Reyes	Jake	M.	6	150.00	- 75.00	900.00	825.00	-0.5					
SUBTOTAL						4,425.00							
OPERATION													
16 Abrio	Jashper Nil	L.	6	150.00	- 150.00	900.00	750.00						
17 Abuda	Anna Faith	N.	6	150.00	-	900.00	900.00						
18 Agoncillo	Joey	M.	6	150.00	-	900.00	900.00						
19 Ani	Enrico Brian	A.	6	400.00	-	2,400.00	2,400.00						
20 Anyayahan	Ericson	F.	6	75.00	- 75.00	450.00	375.00						
21 Arcilla	Archie	M.	6	75.00	-	450.00	450.00						
22 Banastas	Daniel Mark	M.	6	75.00	-	450.00	450.00						
23 Beato	Nestor	B.	6	150.00	150.00	900.00	1,050.00	1					
24 Bequilla	Warren	B.	6	150.00	-	900.00	900.00						
25 Calderon	Jefferson	A.	6	75.00	-	450.00	450.00						
26 Calle	Randy	L.	6	150.00	-	900.00	900.00						
27 Ceniza	Angel Faith	G.	6	75.00	-	450.00	450.00						
28 Corteza	Jubert	C.	6	150.00	-	900.00	900.00						
29 Cunanan	Gian Carlo	O.	6	75.00	-	450.00	450.00						
30 De Villa	Mark Joey	A.	6	75.00	-	450.00	450.00						
31 Delica	Jaylord Zeus	M.	6	150.00	150.00	900.00	1,050.00	1					
32 Dimaala	Melvin	M.	6	150.00	-	900.00	900.00						
33 Ecal	Joy	C.	6	150.00	- 900.00	900.00	-	-6					
34 Jarasa	John	M.	6	75.00	75.00	450.00	525.00	1					
35 Justiniano	Mark Gil	F.	6	150.00	-	900.00	900.00						
36 Leuterio	Jay Ar	L.	6	75.00	-	450.00	450.00						
37 Linga	Laurence	M.	6	75.00	-	450.00	450.00						
38 Manibo	Michael	M.	6	75.00	-	450.00	450.00						
39 Masculino	Danilo	N.	6	150.00	-	900.00	900.00						
40 Medora	Ian	M.	6	150.00	-	900.00	900.00						
41 Mendoza	Julius Cesar	N.	6	75.00	-	450.00	450.00						
42 Mercene	Noah Evan	T.	6	75.00	-	450.00	450.00						
43 Miciano	Philip John	T.	6	300.00	- 1,800.00	1,800.00	-	-6					
44 Olaguer	Raiyan		6	150.00	-	900.00	900.00						
45 Ornedo	Ruther	I.	6	150.00	-	900.00	900.00						
46 Pangan	Alver	B.	6	75.00	-	450.00	450.00						
47 Quilang	Jay Anthony	B.	6	150.00	-	900.00	900.00						
48 Radaza	Ramir	T.	6	150.00	-	900.00	900.00						
49 Ramos	Mark	B.	6	75.00	-	450.00	450.00						
50 Reforma	Jestoni	L.	6	75.00	-	450.00	450.00						
51 Rupido	Mc Donnell	E.	6	75.00	-	450.00	450.00						
52 Valdez	Mark Arles	M.	6	150.00	-	900.00	900.00						
53 Villanueva	Benjie		6	75.00	- 75.00	450.00	375.00						
54 Villanueva	Kevin	A.	6	75.00	-	450.00	450.00						
SUBTOTAL						26,325.00							
MHEC - Calapan													
55 Mañibo	Joel	B.	6	150.00	-	900.00	900.00						
56 Morcozo	Mellie	E.	6	75.00	- 75.00	450.00	375.00						
57 Ramos	Everly	B.	6	150.00	-	900.00	900.00						
SUBTOTAL						2,175.00							
BIO MASS													
BIOMASS													
58 Laderas	Hazel Marie	A.	6	150.00	-	900.00	900.00						
61 Noble	Jamaica	V.	6	150.00	- 225.00	900.00	675.00	-1.5					
63 Rogelio	Arnold	T.	6	150.00	-	900.00	900.00						
SUBTOTAL						3,375.00							
OPERATION													
55 Antenor	Mark Anthony	T.	6	75.00	- 450.00	450.00	-	-6					
57 Cusi	Jannela	F.	6	75.00	-	450.00	450.00						
SUBTOTAL						450.00							
TOTAL						43,125.00							