

To: SJI Team Members

From: Angelo Miguell T. Natividad
Finance Director











Re: Official Deployment of SO DTR

Cc: Office of the President, HRD, MIS

Date: May 19, 2022

We are happy to inform you that effective **May 1, 2022**, the **SO DTR** functionality in the HRIS system is officially deployed and ready for use.

The SO DTR module will allow SIC to encode in the SO attendance transactions in an easier and faster way. The mentioned module can be accessed via HRIS under DTR Services or via this link <http://teamtngc.com/hrisdtrservices/manpower/sodtr>

SODTR					
From 05/11/2022 To 05/25/2022					
Search: <input type="text"/>					
Name	Date	Time	Status	Date Filed	
Rendal, Almendras Johar	2022-05-18	01:59 PM	IN	2022-05-18	 
Tan-awon, Junbert	2022-05-18	08:42 AM	IN	2022-05-18	 
Tadipa, Ryan	2022-05-18	11:04 AM	OUT	2022-05-18	 
Billiones, Dennis	2022-05-18	11:03 AM	OUT	2022-05-18	 
Pamplona, Ronald	2022-05-18	08:45 AM	IN	2022-05-18	 

Furthermore, this module also will be a great help in assisting the complete, accurate and on time processing of productivity incentive (PI) for security officers.

Please be guided. Thank you.


ANGELO MIGUELL T. NATIVIDAD
Finance Director