

	Pamantasan ng Lungsod ng Valenzuela <b>OJT WEEKLY PROGRESS REPORT</b>	Document No.: CEIT-OJTF-004
		Number of Pages: 1
College:	College of Engineering and Information Technology	Revised: 11/21/25

Name of Intern: HAVANA, RUSSEL G. Course/Student No.: BSIT / 22-3118  
Name of Company: NORTHGATE TECHNOLOGIES INC.  
Company Address: 59 Tinagan Street, San Jose Quezon City, Philippines 1115  
Site Internship Supervisor: Mr. Carl Jayvie Manatad

Accomplish in computerized format. Submit this document to your OJT Coordinator at the end of each week. May add additional sheets if necessary. Indicate "N/A" if not applicable.

DATE	DAY	TIME IN	TIME OUT	LOCATION	ACTIVITIES
November 17, 2025	Monday				Excused for today and duly approved, as we were preparing for our capstone defense.
November 18, 2025	Tuesday				Excused for today and duly approved, as we were preparing for our capstone defense.
November 19, 2025	Wednesday				Excused for today and duly approved, as we were preparing for our capstone defense.
November 20, 2025	Thursday	7:05AM	6:00PM	59 Tinagan Street, San Jose Quezon City, Philippine s 1115	In this day, This is our last day of our On-the-Job training in Northgate Technologies Inc. At morning we inform the HR to process our Certificate of Completion, this is a one-day process only. After that we do checking some 650VA Vertiv UPS for the advance ordering of Jollibee Foods, as well as the Asus ExpertBook LT3, we do the hashing and physical checking all of 50 units. And lastly we order some foods for our Sir and Ma'am since this is our last day and also celebrated our Capstone since we Defended it. And at the end of the Day we get the Certification of Completion in the HR.
November 21, 2025	Friday				Done OJT

Student Intern: <i>(Signature over printed name)</i>	 HAVANA, RUSSEL G.
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