

PALAWAN GLOBAL BUSINESS VENTURES, INC

GLOBAL CITY, TAGUIG

Last pay slip

Employee ID # : 80036
Employee Name : JERSON LEQUIGAN JR.
Date hired : 9-Mar-16
Date resigned : 30-Aug-21
Date computed : 23-Sep-21

1.) 13th MONTH PAY		6,758.67
a.) Base pay	6,758.67	
b.) NTA	-	
2.) VL CONVERSION PAY		26.73
3.) TAX REFUND		-
4.) RETIREMENT PAY		-
5.) HOLD SALARY & ADJ. (1)		
HOLDPAY - AUGUST 31, 2021		1,914.39
HOLDPAY - SEPTEMBER 15, 2021		1,576.20
-		-
-		-
-		-
-		-
-		-
TOTAL		10,275.99
6.) LESS: LOANS & DEDUCTIONS (2)		
MEDICARD BAL. - FROM OCT 2020 - MAY 2021		(1,275.34)
-		-
-		-
-		-
-		-
-		-
		(1,275.34)

NET PAY 9,000.65

Prepared by:



GERALDINE D. LOPEZ

9/23/2021

PAYROLL ASSISTANT/OFFICER

DATE

Reviewed by:


GODFREY D. CHALOVEN

9/23/2021

PAYROLL SUPERVISOR

DATE

I hereby acknowledge receipt of the COMPUTATION OF MY LAST PAY
and attest my full understanding and agreement with the said computation.

Conforme:

JERSON LEQUIGAN JR.

SIGNATURE OF SEPARATED EMPLOYEE

DATE



EMPLOYEE CLEARANCE FORM
PALAWAN GLOBAL BUSINESS VENTURES, INC.
 Date: 09/23/2021

NAME OF EMPLOYEE:	JERSON LEQUIGAN JR.	EMP. ID NO:	80036	DATE HIRED:	2016-03-09
POSITION TITLE:	TECHNICIAN	EMP. STATUS:		REGULAR	
COMPANY NAME:	PALAWAN GLOBAL BUSINESS VENTURES, INC.	DESIGNATION:			
UNIT ASSIGNMENT:	SERVICE	SHARED SERVICES:			
REASON:		EFFECTIVITY DATE:		2021-08-30	

ORGANIZATIONAL UNIT/DEALERSHIP/COMPANY CLEARANCE

ACCOUNTABILITY AREAS	CLEARANCE OFFICERS		DATE		REMARKS
	OFFICER NAME	STATUS	RECEIVED DATE	DATE SIGNED	

ORGANIZATIONAL UNIT/DEALERSHIP/COMPANY CLEARANCE

1 SALES

1.1 Retail Sales	COLARINA, DENISE GEM	Signed & Cleared	2021-08-27	2021-09-01	
1.2 Pre-Owned	,	-	2021-08-27		
1.3 In-House/PSR	,	-	2021-08-27		
1.4 Fleet/Accounts	,	-	2021-08-27		
1.5 Financing/Insurance	PINAT, PEPITO	Signed & Cleared	2021-08-27	2021-08-31	

2 AFTER SALES

2.1 Service	QUIMAY, CARMÍ	Signed & Cleared	2021-08-27	2021-08-31	
2.2 Body and Paint	,	-	2021-08-27		
2.3 Parts/Accessories	LAGRADA, PRINCESS MAE	Signed & Cleared	2021-08-27	2021-09-02	

3 TECHNICAL OPERATION

3.1 TECHNICAL OPERATION	,	-	2021-08-27		
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4 CUSTOMER RELATIONS

4.1 CUSTOMER RELATIONS	QUIMAY, CARMÍ	Signed & Cleared	2021-08-27	2021-08-31	
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5 MARKETING

5.1 MARKETING	COLARINA, DENISE GEM	Signed & Cleared	2021-08-27	2021-09-01	
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6 I.T

6.1 I.T Department	CUYA, RICKY	Signed & Cleared	2021-08-27	2021-08-31	
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7 ADMIN - PROPERTY

7.1 ADMIN - PROPERTY	CUYA, RICKY	Signed & Cleared	2021-08-27	2021-08-31	
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8 COOPERATIVE

8.1 COOPERATIVE	,	-	2021-08-27		
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9 CANTEEN

9.1 CANTEEN	,	-	2021-08-27		
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10 UNIT ASSIGNMENT

10.1 UNIT ASSIGNMENT	COLARINA, DENISE GEM	Signed & Cleared	2021-08-27	2021-09-01	
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11 FINANCE

11.1 Accounting	DE MESA-BAACO, JIE ANN	Signed & Cleared	2021-08-27	2021-08-28	
11.2 Treasury/Billing	,	-	2021-08-27		
11.3 Credit & Collection	PINAT, PEPITO	Signed & Cleared	2021-08-27	2021-08-31	

12 HUMAN RESOURCE

12.1 Human Resource	CUYA, RICKY	Signed & Cleared	2021-08-27	2021-09-09	
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13 CORPLAN

13.1 CORPLAN	,	-	2021-08-27		
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14 AUDIT

14.1 AUDIT	,	-	2021-08-27		
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15 MIS

15.1 I.T Department HO	,	-	2021-08-27		
15.2 DMS	,	-	2021-08-27		
15.3 Database	,	-	2021-08-27		

16 PROCUREMENT

16.1 PROCUREMENT	,	-	2021-08-27		
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17 ADMIN - PROPERTY

17.1 ADMIN - PROPERTY	,	-	2021-08-27		
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18 LEGAL

18.1 LEGAL	,	-	2021-08-27		
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19 POD

19.1 POD	,	-	2021-08-27		
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20 COOPERATIVE

20.1 COOPERATIVE	,	-	2021-08-27		
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21 CANTEEN

21.1 CANTEEN	,	-	2021-08-27		
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22 UNIT ASSIGNMENT

22.1 UNIT ASSIGNMENT	,	-			
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23 FINANCE

23.1 Treasury	,	-	2021-08-27		
23.2 Accounting	,	-	2021-08-27		
23.3 Credit/Billing and Collection	,	-	2021-08-27		
23.4 Payroll Department	,	-	2021-08-27		

24 HUMAN RESOURCE

24.1 Human Resource	,	-	2021-08-27		
24.2 PMS Section	,	-	2021-08-27		

RECOMMENDED FOR CLEARANCE

This is to recommend the approval of clearance of **JERSON LEQUIGAN JR.** having complied with all clearance requirements.

RECOMMENDED FOR CLEARANCE

MELY FEDERICO

Accounting Supervisor

2021-09-10 10:55:39

DATE ENDORSED

RICKY CUYA

HR Supervisor

2021-09-09 20:31:12

DATE ENDORSED

APPROVED FOR CLEARANCE

This is to certify that **JERSON LEQUIGAN JR.** is cleared of all accountabilities with _____ under the AUTOHUB Group

ALEXANDER GINEZ

Branch Head

2021-09-22 11:32:46

DATE APPROVED

DATE APPROVED

This is a system generated report from Autohub Connect, signature might not be required.

Period	Year	Cost	Unit	Price
03/09/2016 TO 12/31/2016	2016	3.75	0	3.75
01/01/2017 TO 12/31/2017	2017	5	0	5
01/01/2018 TO 12/31/2018	2018	5	7.5	-2.5
01/01/2019 TO 12/31/2019	2019	5	4	1
01/01/2020 TO 12/31/2020	2020	5	10	-5
01/01/2021 TO 12/31/2021	2021	3.33	5	-1.67

CONVERTIBLE TO CASH

0.58

Prepared by:


DINA ROSE A. AQUINO

Date: 9/23/2021

Approved by:


ALEXANDER GINEZ/RICKY O. GUYA

Date: 9/23/2021
