

**MOTOITALIA PHILIPPINES, INC. TRIUMPH**

GLOBAL CITY, TAGUIG

**Last pay slip**

Employee ID # : 62023  
Employee Name : LOVELY JANE DANTES  
Date hired : 23-Nov-20  
Date resigned : 15-Jun-21  
Date computed : 21-Sep-21

1). 13th MONTH PAY	7,386.55
a.) Base pay	7,386.55
b.) NTA	-
2.) VL CONVERSION PAY	-
3.) TAX REFUND	-
4.) RETIREMENT PAY	-
5.) HOLD SALARY & ADJ. ( 1 )	
HOLDPAY - JUNE 15, 2021	7,813.14
HOLDPAY - JUNE 30, 2021	4,292.25
-	-
-	-
-	-
-	-
-	-
<b>TOTAL</b>	<b>19,491.94</b>
6.) LESS: LOANS & DEDUCTIONS (2)	
-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

**NET PAY** **19,491.94**

Prepared by:


  
GERALDINE D. LOPEZ

PAYROLL ASSISTANT/OFFICER

9/21/2021

DATE

Reviewed by:

  
GODFREY O. CHAVUYAN

PAYROLL SUPERVISOR

09/13/2021  
DATE

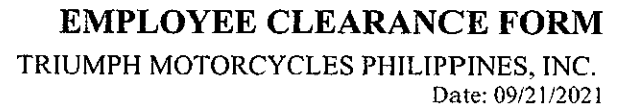
I hereby acknowledge receipt of the COMPUTATION OF MY LAST PAY  
and attest my full understanding and agreement with the said  
computation.

Conforme:

LOVELY JANE DANTES

SIGNATURE OF SEPARATED EMPLOYEE

DATE



NAME OF EMPLOYEE:	LOVELLY JANE DANTES	EMP. ID NO:	62023	DATE HIRED:	2020-11-23
POSITION TITLE:	SALES ADMIN	EMP. STATUS:		REGULAR	
COMPANY NAME:	TRIUMPH MOTORCYCLES PHILIPPINES, INC.	DESIGNATION:		SALES ADMIN ASSISTANT	
UNIT ASSIGNMENT:	SALES	SHARED SERVICES:		N/A	
REASON:		EFFECTIVITY DATE:		2021-06-15	

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	CATARROJA, CHRIS	Signed & Cleared	2021-07-19	2021-08-25	
1.2 Pre-Owned	,	-	2021-07-19		
1.3 In-House/PSR	,	-	2021-07-19		
1.4 Fleet/Accounts	,	-	2021-07-19		
1.5 Financing/Insurance	,	-	2021-07-19		

**2 AFTER SALES**

2.1 Service	BOCT'S JR., JESUS	Signed & Cleared	2021-07-19	2021-07-21	
2.2 Body and Paint	,	-	2021-07-19		
2.3 Parts/Accessories	,	-	2021-07-19		

**3 TECHNICAL OPERATION**

3.1 TECHNICAL OPERATION	,	-	2021-07-19		
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**4 CUSTOMER RELATIONS**

4.1 CUSTOMER RELATIONS	CHEUNG, IVORY	Signed & Cleared	2021-07-19	2021-07-29	
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**5 MARKETING**

5.1 MARKETING	PURUGGANAN, MONZIT	Signed & Cleared	2021-07-19	2021-07-21	
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**6 I.T**

6.1 I.T Department	VERDIDA, GABRIEL	Signed & Cleared	2021-07-19	2021-07-21	
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**7 ADMIN - PROPERTY**

7.1 ADMIN - PROPERTY	LATAGAN, MARLON	Signed & Cleared	2021-07-19	2021-07-19	
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**8 COOPERATIVE**

8.1 COOPERATIVE	CHALUYEN, GODFREY	Signed & Cleared	2021-07-19	2021-07-21	
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**9 CANTEEN**

9.1 CANTEEN	,	-	2021-07-19		
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**10 UNIT ASSIGNMENT**

10.1 UNIT ASSIGNMENT	CATARROJA, CHRIS	Signed & Cleared	2021-07-19	2021-08-25	
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**11 FINANCE**

11.1 Accounting	CABANERO, GIANE VALERIE	Signed & Cleared	2021-07-19	2021-07-29	
11.2 Treasury/Billing	,	-	2021-07-19		
11.3 Credit & Collection	,	-	2021-07-19		

**12 HUMAN RESOURCE**

12.1 Human Resource	ACOSTA, MARIAN KATRINA	Signed & Cleared	2021-07-19	2021-07-19	
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**13 CORPLAN**

13.1 CORPLAN	,	-	2021-07-19		
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**14 AUDIT**

14.1 AUDIT	VILLARUEL, CONRADO	Signed & Cleared	2021-07-19	2021-07-19	
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**15 MIS**

15.1 I.T Department HO	ENDAYA, ARNEL	Signed & Cleared	2021-07-19	2021-07-21	
15.2 DMS	,	-			
15.3 Database	,	-			

**16 PROCUREMENT**

16.1 PROCUREMENT	,	-			
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**17 ADMIN - PROPERTY**

17.1 ADMIN - PROPERTY	,	-			
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**18 LEGAL**

18.1 LEGAL	FERNANDO, RONALD THOMAS	Signed & Cleared	2021-07-19	2021-07-21	
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**19 POD**

19.1 POD	VILLAREAL, AMIEL	Signed & Cleared	2021-07-19	2021-07-22	
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**20 COOPERATIVE**

20.1 COOPERATIVE	CHALUYEN, GODFREY	Signed & Cleared	2021-07-19	2021-07-21	
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**21 CANTEEN**

21.1 CANTEEN	,	-	2021-07-19		
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**22 UNIT ASSIGNMENT**

22.1 UNIT ASSIGNMENT	,	-	2021-07-19		
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**23 FINANCE**

23.1 Treasury	,	-	2021-07-19		
23.2 Accounting	,	-			
23.3 Credit/Billing and Collection	,	-			
23.4 Payroll Department	,	-			

**24 HUMAN RESOURCE**

24.1 Human Resource	,	-	2021-07-19		
24.2 PMS Section	,	-			

RECOMMENDED FOR CLEARANCE

This is to recommend the approval of clearance of **LOVELLY JANE DANTES** having complied with all clearance requirements.

## RECOMMENDED FOR CLEARANCE

RUDOLF IVAN MAGLASANG  
OIC-HR SUPERVISOR

2021-08-25 14:11:50  
DATE ENDORSED

GIANE VALERIE CABANERO  
Accounting Manager

2021-08-26 13:54:21  
DATE ENDORSED

## APPROVED FOR CLEARANCE

This is to certify that **LOVELLY JANE DANTES** is cleared of all accountabilities with \_\_\_\_\_ under the AUTOHUB Group

SAMMY MONTECASTRO  
General Manager

2021-09-21 12:42:37  
DATE APPROVED

\_\_\_\_\_  
DATE APPROVED

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

# VACATION LEAVE LEDGER

DEALERSHIP:	TRIUMPH MOTORCYCLES PHILIPPINES, INC.
NAME:	DANTES, LOVELLY JANE
HIRED:	23-Nov-20
RESIGNED:	15-Jun-21
POSITION:	SALES ADMIN ASSISTANT
RANK LEVEL:	RANK AND FILE
PROMOTION:	

[illegible]

CONVERTIBLE TO CASH

19.98

Prepared by:

CHESTER GARCIA

Date: 9/22/2021

Approved by:

VANDOLF MAGLASANG

Date: 9/22/2021

### LIST OF USED LEAVES

YEAR	DATE	HOURS	TOTAL
0		0	0
0		0	0