

**AUTOITALIA PHILIPPINES ENT, INC.**

GLOBAL CITY, TAGUIG

**Last pay slip**

Employee ID # : 45569  
Employee Name : **BRYAN PASUELO**  
Date hired : 16-Dec-19  
Date resigned : 14-Jun-21  
Date computed : 13-Aug-21

1). 13th MONTH PAY		7,087.31
a.) Base pay	7,087.31	
b.) NTA	-	
2.) VL CONVERSION PAY		1,515.14
3.) TAX REFUND		-
4.) RETIREMENT PAY		-
5.) HOLD SALARY & ADJ. ( 1 )		
HOLDPAY - 6/15/21		1,008.05
HOLDPAY - 6/30/21		2,011.19
-		-
-		-
-		-
-		-
-		-
<b>TOTAL</b>		<b>11,621.70</b>
6.) LESS: LOANS & DEDUCTIONS (2)		
-		-
-		-
-		-
-		-
-		-
-		-
-		-

**NET PAY****11,621.70**

Prepared by:

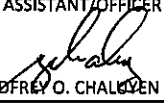
  
GERALDINE D. LOPEZ

PAYROLL ASSISTANT/OFFICER

8/13/2021

DATE

Reviewed by:

  
GODFREY O. CHALOVEN

PAYROLL SUPERVISOR

8/13/2021

DATE

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

Conforme:

BRYAN PASUELO

SIGNATURE OF SEPARATED EMPLOYEE

DATE

**AUTOITALIA PHILIPPINES ENT, INC.**

GLOBAL CITY, TAGUIG

**Last pay computation**

V2020.08.12

Employee ID #	:	45569
Employee Name	:	BRYAN PASUELO
Date hired	:	16-Dec-19
Date resigned	:	14-Jun-21
Date computed	:	13-Aug-21
Basic Pay	:	19,000.00
Non Tax Allow.	:	

**AMOUNT**

**1.) 13th MONTH PAY BREAKDOWN**

Basic pay	7,087.31	123,500.00
Tardiness		(39,180.67)
Other Income	-	-
Deductions		-
Salary adjustment		728.43
<b>Total</b>		<b>85,047.76</b>
<b>13th month pay</b>		<b>7,087.31</b>

**2.) VL CONVERSION PAY**

APPLICABLE YEAR	UNUSED	BASIC PAY &	NON- TAX ALLOWANCE	AMOUNT
2021	2.08	19,000.00		1,515.14
				-
				-
				-
<b>Total</b>				<b>1,515.14</b>

**3.) TAX REFUND**

Taxable Compensation Income

Income tax Table

Taxable range	basic tax	Rate on excess
-		0%
Tax due		0.00
Tax withheld		-
Tax refund/payable		-

**4.) RETIREMENT PAY**

	basic pay	Years in service	Retirement Pay
Monthly Salary			
Service incentive			
(1/12) 13th month pay			
<b>Total</b>			<b>0.0</b>

**5.) HOLD SALARY BREAKDOWN**

HOLDPAY - 6/15/21	1,008.05
HOLDPAY - 6/30/21	2,011.19
Total	3,019.24

**6.) LOANS & DEDUCTIONS BREAKDOWN**


**NET PAY 11,621.70**

**EMPLOYEE CLEARANCE FORM**
 Autoitalia Philippines Ent.  
 Date: 08/16/2021

NAME OF EMPLOYEE:	<b>BRYAN PASUELO</b>	EMP. ID NO:	<b>45569</b>	DATE HIRED:	<b>2019-12-16</b>
POSITION TITLE:	<b>ACCOUNTING ASSISTANT</b>	EMP. STATUS:		<b>REGULAR</b>	
COMPANY NAME:	<b>AUTOITALIA PHILIPPINES ENT.</b>	DESIGNATION:		<b>ACCOUNTING ASSISTANT</b>	
UNIT ASSIGNMENT:	<b>ACCOUNTING</b>	SHARED SERVICES:			
REASON:		EFFECTIVITY DATE:		<b>2021-06-14</b>	

**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	LATIGAY, NATHALIE	Signed & Cleared	2021-07-16	2021-07-27	
1.2 Pre-Owned	,	-			
1.3 In-House/PSR	,	-			
1.4 Fleet/Accounts	,	-			
1.5 Financing/Insurance	PELO, EILEEN	Signed & Cleared	2021-07-16	2021-07-16	

**2 AFTER SALES**

2.1 Service	GARVIDA, EMMANUEL	Signed & Cleared	2021-07-16	2021-07-16	
2.2 Body and Paint	,	-			
2.3 Parts/Accessories	,	-			

**3 TECHNICAL OPERATION**

3.1 TECHNICAL OPERATION	BONDOC, TRIZZIA	Signed & Cleared	2021-07-16	2021-07-19	
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**4 CUSTOMER RELATIONS**

4.1 CUSTOMER RELATIONS	BONDOC, TRIZZIA	Signed & Cleared	2021-07-16	2021-07-19	
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**5 MARKETING**

5.1 MARKETING	BONDOC, TRIZZIA	Signed & Cleared	2021-07-16	2021-07-19	
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**6 IT**

6.1 IT Department	,	-			
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**7 ADMIN - PROPERTY**

7.1 ADMIN - PROPERTY	LATAGAN, MARLON	Signed & Cleared	2021-07-16	2021-07-16	
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**8 COOPERATIVE**

8.1 COOPERATIVE	CHALUYEN, GODFREY	Signed & Cleared	2021-07-16	2021-07-19	
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**9 CANTEEN**

9.1 CANTEEN	,	-			
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**10 UNIT ASSIGNMENT**

10.1 UNIT ASSIGNMENT	GARVIDA, EMMANUEL	Signed & Cleared	2021-07-16	2021-07-16	
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**11 FINANCE**

11.1 Accounting	LOPEZ, JENELYN	Signed & Cleared	2021-07-16	2021-07-19	
11.2 Treasury/Billing	,	-			
11.3 Credit & Collection	,	-			

**12 HUMAN RESOURCE**

12.1 Human Resource	ACOSTA, MARIAN KATRINA	Signed & Cleared	2021-07-16	2021-07-16	
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**13 CORPLAN**

13.1 CORPLAN	,	-			
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**14 AUDIT**

14.1 AUDIT	VILLARUEL, CONRADO	Signed & Cleared	2021-07-16	2021-07-16	
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**15 MIS**

15.1 I.T Department HO	ENDAYA, ARNEL	Signed & Cleared	2021-07-16	2021-07-17	
15.2 DMS	,	-			
15.3 Database	,	-			

**16 PROCUREMENT**

16.1 PROCUREMENT	PAZ, DIOSDADA	Signed & Cleared	2021-07-16	2021-07-17	
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**17 ADMIN - PROPERTY**

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

18.1 LEGAL	,	-			
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**19 POD**

19.1 POD	,	-			
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**20 COOPERATIVE**

20.1 COOPERATIVE	,	-			
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**21 CANTEEN**

21.1 CANTEEN	,	-			
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**22 UNIT ASSIGNMENT**

22.1 UNIT ASSIGNMENT	,	-			
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**23 FINANCE**

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

**24 HUMAN RESOURCE**

24.1 Human Resource	,	-			
24.2 PMS Section	,	-			

## RECOMMENDED FOR CLEARANCE

This is to recommend the approval of clearance of **BRYAN PASUELO** having complied with all clearance requirements.

## RECOMMENDED FOR CLEARANCE

JENELYN LOPEZ

Accounting Manager

2021-07-29 09:08:32

DATE ENDORSED

MARIAN KATRINA ACOSTA

HR Manager

2021-07-28 12:05:58

DATE ENDORSED

## APPROVED FOR CLEARANCE

This is to certify that **BRYAN PASUELO** is cleared of all accountabilities with \_\_\_\_\_ under the AUTOHUB Group

MIGUELITO JOSE

Group General Manager

DATE APPROVEDTRIZZIA

Branch Head

DATE APPROVED

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

## VACATION LEAVE LEDGER

**DEALERSHIP:** AUTOITALIA PHILIPPINES ENT, INC.  
**NAME:** PASUELO, BRYAN JOBERT N.  
**HIRED:** 16 December 2020  
**RESIGNED:** 14-Jun-21  
**POSITION:** ACCOUNTING ASSISTANT  
**RANK LEVEL:** RANK AND FILE  
**PROMOTION:**

PERIOD	AVAILMENT PERIOD	CREDITS	USED	BALANCE
12/16/2020 - 12/31/2020	2020	-	-	-
01/01/2021 - 06/14/2021	2021	16.65	-	16.65
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

<b>CONVERTIBLE TO CASH</b>	<b>16.65</b>
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Prepared by: EUNICE PINPIÑO Date: 8/16/2021

Approved by: VANDOLF MAGLASANG Date: 8/16/2021

### LIST OF USED LEAVES

YEAR	DATE	HOURS	TOTAL
0	1/0/1900	0	0
	1/0/1900	0	0
	1/0/1900	0	0
	1/0/1900	0	0
0			0
0	1/0/1900	0	0
	1/0/1900	0	0
0			0