

## VISAYAS STATE UNIVERSITY

Baybay City, Leyte

## DAILY TIME RECORD

TIRSO E. IGOT, JR.

(Name)

For the month of November 1-30, 2021

Official hours for arrival  
and departure

Regular days

Saturdays

Date	A.M.		P.M.		UNDERTIME	
	Arrival	Departure	Arrival	Departure	Hours	Minutes
1	- HOLIDAY -					
2	6:53	12:00	1:00	5:00		
3	6:57	12:00	1:00	5:00		
4	6:56	12:00	1:00	5:00		
5	6:54	12:00	1:00	5:00		
6	SAT					
7	SUN					
8	- HOLIDAY -					
9	6:50	12:00	1:00	5:00		
10	6:53	12:00	1:00	5:00		
11	6:56	12:00	1:00	5:00		
12	6:57	12:00	1:00	5:00		
13	SAT					
14	SUN					
15	6:56	12:00	1:00	5:00		
16	6:45	12:00	1:00	5:00		
17	6:35	12:00	1:00	5:00		
18	6:50	12:00	1:00	5:00		
19	6:30	12:00	1:00	5:00		
20	SAT					
21	SUN					
22	6:36	12:00	1:00	5:00		
23	6:50	12:00	1:00	5:00		
24	6:50	12:00	1:00	5:00		
25	6:53	12:00	1:00	5:00		
26	6:50	12:00	1:00	5:00		
27	SAT					
28	SUN					
29	6:50	12:00	1:00	5:00		
30	- HOLIDAY -					
31	/	/	/	/	/	/

I certify on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

TIRSO E. IGOT, JR.

VERIFIED as to the prescribed office hours

VICENTE A. GILOS

In Charge

**VISAYAS STATE UNIVERSITY**

Baybay City, Leyte

**DAILY TIME RECORD****TIRSO E. IGOT, JR.**

(Name)

For the month of November 1-30, 2021Official hours for arrival  
and departure

Regular days

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3	6:57	12:00	1:00	5:00		
4	6:56	12:00	1:00	5:00		
5	6:54	12:00	1:00	5:00		
6	SAT					
7	SUN					
8	- HOLIDAY -					
9	6:50	12:00	1:00	5:00		
10	6:53	12:00	1:00	5:00		
11	6:56	12:00	1:00	5:00		
12	6:57	12:00	1:00	5:00		
13	SAT					
14	SUN					
15	6:56	12:00	1:00	5:00		
16	6:45	12:00	1:00	5:00		
17	6:35	12:00	1:00	5:00		
18	6:50	12:00	1:00	5:00		
19	6:30	12:00	1:00	5:00		
20	SAT					
21	SUN					
22	6:36	12:00	1:00	5:00		
23	6:50	12:00	1:00	5:00		
24	6:50	12:00	1:00	5:00		
25	6:53	12:00	1:00	5:00		
26	6:50	12:00	1:00	5:00		
27	SAT					
28	SUN					
29	6:50	12:00	1:00	5:00		
30	- HOLIDAY -					
31	/	/	/	/	/	/

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**TIRSO E. IGOT, JR.**

VERIFIED as to the prescribed office hours

**VICENTE A. GILOS**

In Charge

**VISAYAS STATE UNIVERSITY**  
Baybay City, Leyte

**DAILY TIME RECORD**

**JOSE F. SAULAN**

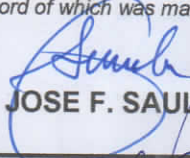
(Name)

For the month of November 1-30, 2021

Official hours for arrival Regular days  
and departure Saturdays

Date	A.M.		P.M.		UNDERTIME	
	Arrival	Departure	Arrival	Departure	Hours	Minutes
1	HOLIDAY					
2	7:49	12:00	1:00	5:00		
3	7:25	12:00	1:00	5:00		
4	7:40	12:00	1:00	5:00		
5	7:45	12:00	1:00	5:00		
6	SATURDAY					
7	SUNDAY					
8	HOLIDAY					
9	7:15	12:00	1:00	5:00		
10	7:20	12:00	1:00	5:00		
11	7:30	12:00	HALFDAY			
12	7:17	12:00	1:00	5:00		
13	SATURDAY					
14	SUNDAY					
15	7:23	12:00	1:00	5:00		
16	7:30	12:00	1:00	5:00		
17	7:23	12:00	1:00	5:00		
18	7:30	12:00	1:00	5:00		
19	7:30	12:00	HALFDAY			
20	HOLIDAY					
21	SUNDAY					
22	7:40	12:00	1:00	5:00		
23	7:30	12:00	1:00	5:00		
24	8:10	12:00	1:00	5:00		
25	7:40	12:00	1:00	5:00		
26	8:00	12:00	1:00	5:00		
27	SATURDAY					
28	SUNDAY					
29	7:51	12:00	1:00	5:00		
30	HOLIDAY		--	--		
31	--	--	--	--		

I certify on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

  
**JOSE F. SAULAN**

VERIFIED as to the prescribed office hours: 

**VICENTE A. GILOS**

In Charge