

DAILY TIME RECORD**CERNA, JULIOUS B.**

(NAME)

For the month of

November 1 - 30, 2021

Official hours for arrival and departure

8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON		HOLIDAY				Absent
2-TUE	8:00	12:00	1:00	7:00		Absent
3-WED	9:10	12:00	1:00	7:30		Absent
4-THU	8:10	12:00	1:00	7:00		Absent
5-FRI	9:00	12:00	1:00	5:30		Absent
6-SAT		SAT.				Off
7-SUN		SUN.				Off
8-MON		HOLIDAY				Absent
9-TUE	8:00	12:00	1:00	7:00		Absent
10-WED	9:00	12:00	1:00	7:30		Absent
11-THU	8:15	12:00	1:00	7:00		Absent
12-FRI	8:45	12:00	1:00	5:00		Absent
13-SAT		SAT.				Off
14-SUN		SUN.				Off
15-MON	8:10	12:00	1:00	7:10		Absent
16-TUE	9:10	12:00	1:00	7:30		Absent
17-WED	9:10	12:00	1:00	7:10		Absent
18-THU	8:30	12:00	1:00	7:00		Absent
19-FRI	9:00	12:00	1:00	5:00		Absent
20-SAT		SATURDAY				Off
21-SUN		SUNDAY				Off
22-MON	8:10	12:00	1:00	7:00		Absent
23-TUE	9:15	12:00	1:00	7:30		Absent
24-WED	8:10	12:00	1:00	7:00		Absent
25-THU	8:40	12:00	1:00	7:30		Absent
26-FRI	9:10	12:00	1:00	5:30		Absent
27-SAT		SATURDAY				Off
28-SUN		SUNDAY				Off
29-MON	8:10	12:00	1:00	7:10		Absent
30-TUE		HOLIDAY				Absent

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



JULIOUS B. CERNA

VERIFIED as to prescribed office hours



LORINA A. GALVEZ

Department Head
Department of Food Science and Technology