

## DAILY TIME RECORD

Marciana B. Galambao

(Name)

For the Month of January 2022

Official hours for arrival: Regular Day \_\_\_\_\_

and departure Saturdays

Day	A.M.		P.M.		Undertime	
	Arrival	Depart	Arrival	Depart	Hour	Min
1.	Saturday					
2.	Sunday					
3.	Teacher's Leave					
4.	Teacher's Leave					
5.	Teacher's Leave					
6.	Teacher's Leave					
7.	Teacher's Leave					
8.	Saturday					
9.	Sunday					
10.	Calamity Leave					
11.	Calamity Leave					
12.	Calamity Leave					
13.	Calamity Leave					
14.	Calamity Leave					
15.	Saturday					
16.	Sunday					
17.	WFH					
18.	WFH					
19.	WFH					
20.	WFH					
21.	WFH					
22.	Saturday					
23.	Sunday					
24.	WFH					
25.	WFH					
26.	WFH					
27.	WFH					
28.	WFH					
29.	Sunday					
30.	Saturday					
31.	WFH					

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

MARCIANA B. GALAMBAO

Verified to the prescribed office hours.

KYZA MAE M. RAMONEDA

OIC Head, Dept. of Biotechnology

DEPARTMENT OF  
BIOTECHNOLOGY

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Baybay City, Leyte, 6521 Philippines  
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## MENT REPORT

31, 2022

covered)

ia B. Galambao was approved on a "work  
ed and that I accomplished and delivered the

ts accomplished and d/submitted	Equivalent Points
nd Btec 154)	20 pts
n (Jan 20)	10 pts
t Plan (Jan 24)	2 pts
	2 pts
	1 pt
mplishment (Aug-Dec 2021)	3 pts
ble journal for publication	2 pts
I check students' outputs	30 pts
	1 pt
I sequencing at Novogene Singapore	5 pts
c 134	1 pt
	3 pts
DELIVERED	

(11 days x 8 hrs) = 88 hrs

d/delivered = 88 hrs

= ( )

proved:

THERESA P. LORETO

in, College of Arts and Sciences