

DAILY TIME RECORD**ORIAS, ANGELITA B.**

(NAME)

For the month of

February 1 - 29, 2024

Official hours for arrival and departure


8:00AM - 5:00PM

| Day | AM | | PM | | T/U | Total |
|--------|------|-------|-------|------|-----|-----------------------------|
| | IN | OUT | IN | OUT | | |
| 1-THU | 6:59 | 12:00 | 12:23 | 6:00 | | 8hrs |
| 2-FRI | 7:48 | 12:09 | 12:11 | 5:13 | | 8hrs |
| 3-SAT | | | | | | Off |
| 4-SUN | | | | | | Off |
| 5-MON | 7:00 | 12:01 | 12:03 | 5:26 | | 8hrs |
| 6-TUE | 7:51 | 12:05 | 12:13 | 6:13 | | 8hrs |
| 7-WED | 8:00 | 12:22 | 12:40 | 5:02 | | 8hrs |
| 8-THU | 7:00 | 12:33 | 12:35 | 5:41 | | 8hrs |
| 9-FRI | | | | | | Holiday |
| 10-SAT | | | | | | Off |
| 11-SUN | | | | | | Off |
| 12-MON | 6:59 | 12:33 | 12:36 | 5:37 | | 8hrs |
| 13-TUE | 7:55 | 12:00 | 12:05 | 7:00 | | 8hrs |
| 14-WED | | | | | | GENERAL ASSEMBLY OF USSC |
| 15-THU | 7:00 | 12:07 | 12:23 | 5:32 | | 8hrs |
| 16-FRI | 7:57 | 12:53 | 12:56 | 6:14 | | 8hrs |
| 17-SAT | | | | | | Off |
| 18-SUN | | | | | | Off |
| 19-MON | 7:00 | 12:30 | 1:00 | 5:58 | | 8hrs |
| 20-TUE | | | | | | OB |
| 21-WED | 8:00 | 12:11 | 12:13 | 5:00 | | 8hrs |
| 22-THU | 6:57 | 12:29 | 1:00 | 5:19 | | 8hrs |
| 23-FRI | | | | | | OB |
| 24-SAT | | | | | | Off |
| 25-SUN | | | | | | Off |
| 26-MON | | | | | | FL |
| 27-TUE | | | | | | FL |
| 28-WED | | | | | | FL |
| 29-THU | 8:00 | 12:00 | 12:30 | 6:02 | | 8hrs |

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.


ANGELITA B. ORIAS

VERIFIED as to prescribed office hours


TEOFANES A. PATINDOL
 Department Head
 Institute of Tropical Ecology & Envi. Mgmt.