

DAILY TIME RECORD
ALCOBER, ED ALLAN L.
(NAME)

For the month of
December 1 - 31, 2024
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SUN						Off
2-MON	7:49	12:00	12:59	5:06		8hrs
3-TUE	6:50	12:09	12:19	5:10		8hrs
4-WED	7:51	12:17	12:19	5:40		8hrs
5-THU	8:05	12:05	12:58	5:05	5mins	7hrs 55mins
6-FRI	6:57	12:17	12:39	5:13		8hrs
7-SAT						Off
8-SUN						Off
9-MON	7:35	12:00	12:26	5:08		9hrs 7mins
10-TUE	7:56	12:00	12:12	5:04		8hrs 56mins
11-WED	7:38	12:04	12:16	5:10		9hrs 20mins
12-THU	6:57	12:02	12:57	5:20		9hrs 28mins
13-FRI						SPL
14-SAT						Off
15-SUN						Off
16-MON						CDO
17-TUE						CDO
18-WED						CDO
19-THU						CDO
20-FRI						CDO
21-SAT						Off
22-SUN						Off
23-MON						FL
24-TUE						Holiday
25-WED						Holiday
26-THU						FL
27-FRI						FL
28-SAT						Off
29-SUN						Off
30-MON						Holiday
31-TUE						Holiday

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.


ED ALLAN L. ALCOBER

VERIFIED as to prescribed office hours

LUZ G. ASIO
Department Head
Department of Agronomy

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