DAILY TIME RECORD CERNA, MIZAEL B.

Pl

For the month of October 1 - 31, 2022 Official hours for arrival and departure 8:00AM - 5:00PM

IN OUT IN OUT IN OUT IV Total	Day	AM			PM			
2-SUN		IN	OU	T IN	0	UT	TA	Total
2-SUN								Off
A-TUE								
4-Tue	3-MON							
S-WED	4-TUE	8:1	3 12:3	30 12:3	32 5:	00	13mir	
6-THU 8:11 12:02 12:11 5:02 11mins 7hrs 49mins 7-FRI 8:13 12:14 12:17 5:07 13mins 7hrs 47mins 8-SAT 9-SUN 00ff 00ff 00ff 10-MON 8:12 12:04 12:05 5:11 12mins 7hrs 48mins 11-TUE 8:38 12:12 12:35 5:04 38mins 7hrs 22mins 12-WED 8:23 12:09 12:14 5:25 23mins 7hrs 37mins 13-THU 8:17 12:11 12:14 5:10 17mins 7hrs 43mins 14-FRI 8:27 12:17 12:19 5:08 27mins 7hrs 43mins 15-SAT 0ff 0ff 0ff 0ff 17-MON 8:20 12:02 12:08 5:05 20mins 7hrs 40mins 18-TUE 8:13 12:01 12:03 5:09 13mins 7hrs 47mins 19-WED 8:52 12:17 12:22 5	5-WED	8:2	3 12:2	0 12:2	29 5:0	00	23mir	
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9-SUN 8:12 12:04 12:05 5:11 12mins 7hrs 48mins 11-TUE 8:38 12:12 12:35 5:04 38mins 7hrs 22mins 12-WED 8:23 12:09 12:14 5:25 23mins 7hrs 37mins 13-THU 8:17 12:11 12:14 5:10 17mins 7hrs 43mins 14-FRI 8:27 12:17 12:19 5:08 27mins 7hrs 33mins 15-SAT	8-SAT							1,111113
10-MON	9-SUN							
11-TUE 8:38 12:12 12:35 5:04 38mins 7hrs 22mins 12-WED 8:23 12:09 12:14 5:25 23mins 7hrs 37mins 13-THU 8:17 12:11 12:14 5:10 17mins 7hrs 43mins 14-FRI 8:27 12:17 12:19 5:08 27mins 7hrs 33mins 15-SAT		8:12	12:0	4 12:0	5 5:1	1	12min	
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17-MON	16-SUN			1	+	+		
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20-THU	9-WED	8:52	_	-	0.00	-		
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9-SAT S:00 19mins SUSPENDED 1:00 pm 5:00 pm Off Off	3-FRI	8:19	12.07	1.00	E.00	1		7hrs 41mins
SUN Off			14.07	1:00	5:00	1	9mins	
-MON Off							V 1	
-MON Holiday								Off
	-MON							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.

MIZAEL B. CERNA

VERIFIED as to prescribed office hours

LILIAN B. NUÑEZ

Department Head Institute for Strategic Research & Development Studies



Republic of the Philippines

VISAYAS STATE UNIVERSITY Visca, Baybay City, Leyte

Stamp of Date of Receipt

APPLICATION FOR LEAVE

1. OFFICE/DEPT./DIVISION	Name (Last)		(First)	(Middle)
ISRDS	Cerna	value of	Mizael	Bedayo
3. DATE OF FILING	4. POSITION		5. SALARY (Monthly)	
10/18/2022	restrict Aug matching	e Aide III	Seculation (*policies)	
and state of the conjugation in	6. I	DETAILS OF AP	PLICATION	Defended the service of the service
6.a TYPE OF LEAVE TO BE A Gadoption Geducational Tour (Local Circular No. 18, 2009) Mandatory/Force Maternity Maternity - 7 days Trans Maternity - additional 15 Monetization Parental (Solo Parent) Paternity Rehabilitation (Sec. 55, Rule Sabbatical Sick Special Emergency (Calcaspecial Leave Benefits for Special Leave Privilege Study VAWC (RA No. 9262 / CSC MC N	VAILED OF:) (UADCO Resolution No. 7, s. sferable to father/alte days for single mot XVI, Omnibus Rules Implementamity) or women	PLICATION 6.b DETAILS OF LEAVE: In case of vacation/Special Privilege leave: Within the Philippines: personal □ Abroad (Pls. Specify): In case of Sick leave: □ In Hospital (Pls. Specify): □ Out Patient (Pls. Specify): In case of Special Leave Benefits for Women: (Specify Illness) In case of Study leave: □ BAR/Board Examination Review □ Completion of Master's Degree □ Completion of PHD Degree		
Others:6.c NUMBER OF WORKING I	d religion (see programs)	Isotropi di 18 18 18 18 18 18 18 18 18 18	☐ Terminal Le 6.d COMMUTAT ☑ Requested	TION
	7 DETAIL	S OF ACTION (ON APPLICATION	
7.a CERTIFICATION OF LEAV AS of: October 2022		S OF ACTION (7.b RECOMMEN	
art of the payment of the other talk	Vacation Leave	Sick Leave	☐ For Approv	val
Total Earned	37.084	55.042		
Less this Application	1 Provide	lunul 12	☐ For Disapp	4
Balance	36.084	55.042		for Judil
The second second second second	NA C. BIBERA of Payroll and Leave 1	Institute for Strategic Research & Development Studies		
7.c APPROVED FOR: day(s) with payda Others (Specify):	y(s) without pay		7.d DISAPPROV	ED due to:
Contracts positive on other st	Camer Anna 15 I mile	Fig. Hadd. EDGARDO E. T. (Printed Name and Si University Pres	ignature)	



Republic of the Philippines

VISAYAS STATE UNIVERSITY Visca, Baybay City, Leyte

Stamp of Date of Receipt

APPLICATION FOR LEAVE

1. OFFICE/DEPT./DIVISION	Name (Last)		(First)	(Middle)	
ISRDS	Cerna		Mizael	Bedayo and a stable of the bonds	
3. DATE OF FILING	4. POSITION	AS .01		5. SALARY (Monthly)	
09/30/2022	A A	Aide III			
villago deadalho sigar (abvivario) a	6. DE	TAILS OF API	PLICATION	presented in the security of a form with the control of any	
6.a TYPE OF LEAVE TO BE AVA	ILED OF:		6.b DETAILS OF L	EAVE:	
□Adoption □Educational Tour (Local) (Uniformalized No. 18, 2009) □Mandatory/Force □Maternity □Maternity - 7 days Transfer □Maternity - additional 15 day □Monetization □Parental (Solo Parent) □Paternity □Rehabilitation (Sec. 55, Rule XVI, □Sabbatical □Sick □Special Emergency (Calamitalized Special Leave Benefits for the Special Leave Privilege □Study □VAWC (RA No. 9262 / CSC MC No. 15) ■Vacation Others:	able to father/alternays for single mother of the committee of the committ	In case of vacation/Special Privilege leave: ☑ Within the Philippines: Within the Leyte ☐ Abroad (Pls. Specify): In case of Sick leave: ☐ In Hospital (Pls. Specify): ☐ Out Patient (Pls. Specify): In case of Special Leave Benefits for Women: (Specify Illness) In case of Study leave: ☐ BAR/Board Examination Review ☐ Completion of Master's Degree ☐ Completion of PHD Degree Other purpose: ☐ Monetization of Leave Credits ☐ Terminal Leave			
Inclus	YS APPLIED FOR _day ive Dates 2 - 10/03/2022			Not Requested CERNA, MIZAEL B. Ignature of Applicant)	
White can be will at the agreement	7. DETAILS	OF ACTION C	ON APPLICATION		
7.a CERTIFICATION OF LEAVE AS of: <u>September 2022</u>	CREDITS		7.b RECOMMEND		
To be payed by the Land of the	Vacation Leave	Sick Leave	☐ For Approval		
Total Earned					
Less this Application			☐ For Disapprov	val due to:	
Balance	Personal Control			A seguit of a second cray	
REGINA Office of the Head of H	C. BIBERA Payroll and Leave B	enefits	THE RESIDENCE OF THE PARTY OF T	GILIAN B. NUÑEZ GIC Research & Development Studie	
7.c APPROVED FOR: day(s) with payday(s) Others (Specify):	s) without pay	0	7.d DISAPPROVED	due to:	
make and his gradest arrang and so		EDGARDO E. (Printed Name and S University Pres	Signature)	anti constitui in redal teli sono e constitui di constitu	