

**DAILY TIME RECORD****ARRIBADO, JEROME O.**

(NAME)

For the month of  
**January 1 - 31, 2023**  
 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						Holiday
3-TUE	7:48	12:11	12:23	5:01		8hrs
4-WED	8:03	12:00	12:08	5:03	3mins	7hrs 57mins
5-THU	8:00	12:10	12:12	5:05		8hrs
6-FRI	7:20	12:00	12:54	5:03		8hrs
7-SAT						Off
8-SUN						Off
9-MON	8:07	12:02	12:56	5:51	7mins	7hrs 53mins
10-TUE	7:44	12:05	12:26	5:23		8hrs
11-WED	8:02	12:01	12:25	5:18	2mins	7hrs 58mins
12-THU	8:01	12:11	12:55	5:33	1min	7hrs 59mins
13-FRI	8:08	12:01	12:50	5:29	8mins	7hrs 52mins
14-SAT						Off
15-SUN						Off
16-MON	8:00	12:02	12:58	5:35		8hrs
17-TUE	7:30	12:01	1:00	5:12		8hrs
18-WED	7:18	12:07	12:26	5:19		8hrs
19-THU	6:49	12:06	12:24	5:06		8hrs
20-FRI	7:59	12:03	12:19	5:34		8hrs
21-SAT						Off
22-SUN						Off
23-MON	8:03	12:07	12:12	5:03	3mins	7hrs 57mins
24-TUE	8:04	12:09	12:14	5:32	4mins	7hrs 56mins
25-WED	7:10	12:07	12:34	5:09		8hrs
26-THU	8:06	12:12	12:21	5:21		8hrs
27-FRI	7:56	12:07	12:23	5:13		8hrs
28-SAT						Off
29-SUN						Off
30-MON	8:04	12:02	12:49	7:00		8hrs
31-TUE	8:21	12:08	1:00	5:06	7mins	7hrs 53mins

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.

  
**JEROME O. ARRIBADO**

VERIFIED as to prescribed office hours

  
**DHENBER C. LUSANTA**

Department Head  
 Ecological Farm & Resource Management Institute

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