

DAILY TIME RECORD **ORACION, HELEN GRACE F.**

(NAME)

For the month of

July 1 - 31, 2022

Official hours for arrival and departure

8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-FRI	7:49	12:07	12:44	5:24		8hrs
2-SAT						Off
3-SUN						Off
4-MON	7:52	12:05	12:38	5:03		8hrs
5-TUE		12:04	12:54		8hrs	
6-WED		12:01			8hrs	
7-THU						Absent
8-FRI						Absent
9-SAT						Off
10-SUN						Off
11-MON						Absent
12-TUE						Absent
13-WED	8:52				8hrs	
14-THU						Absent
15-FRI						Absent
16-SAT						Off
17-SUN						Off
18-MON						Absent
19-TUE						Absent
20-WED						Absent
21-THU						Absent
22-FRI						Absent
23-SAT						Off
24-SUN						Off
25-MON						Absent
26-TUE						Absent
27-WED						Absent
28-THU						Absent
29-FRI						Absent
30-SAT						Off
31-SUN						Off

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.


HELEN GRACE F. ORACION

VERIFIED as to prescribed office hours


ELIZABETH S. QUEVEDO

Department Head
 Department of Pure and Applied Chemistry