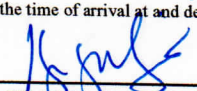


DAILY TIME RECORD
LONGATANG, KLEER JEANN G.
(NAME)

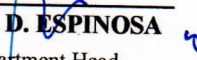
For the month of
January 1 - 31, 2022
Official hours for arrival and departure
8:00AM - 5:00PM

| Day | AM | | PM | | T/U | Total |
|--------|------------------------|-------|-------|------|-----|-------|
| | IN | OUT | IN | OUT | | |
| 1-SAT | | | | | | Off |
| 2-SUN | | | | | | Off |
| 3-MON | Travel to Abuyog Leyte | | | | | |
| 4-TUE | | | | | | |
| 5-WED | | | | | | |
| 6-THU | | | | | | |
| 7-FRI | | | | | | |
| 8-SAT | | | | | Off | |
| 9-SUN | | | | | Off | |
| 10-MON | | | | | | |
| 11-TUE | 7:40 | 12:05 | 12:50 | 5:20 | | |
| 12-WED | 7:45 | 12:05 | 12:48 | 5:20 | | |
| 13-THU | 7:50 | 12:10 | 12:40 | 5:15 | | |
| 14-FRI | 7:48 | 12:05 | 12:50 | 5:20 | | |
| 15-SAT | 7:50 | 12:15 | 12:48 | 5:15 | | Off |
| 16-SUN | | | | | | Off |
| 17-MON | 7:40 | 12:05 | 12:48 | 5:15 | | |
| 18-TUE | 7:38 | 12:08 | 12:50 | 5:20 | | |
| 19-WED | 7:50 | 12:10 | 12:50 | 5:15 | | |
| 20-THU | 7:41 | 12:05 | 12:40 | 5:20 | | |
| 21-FRI | 7:20 | 12:05 | 12:50 | 5:15 | | |
| 22-SAT | | | | | | Off |
| 23-SUN | | | | | | Off |
| 24-MON | 7:40 | 12:15 | 12:30 | 5:20 | | |
| 25-TUE | 7:40 | 12:10 | 12:40 | 5:20 | | |
| 26-WED | 7:50 | 12:15 | 12:50 | 5:30 | | |
| 27-THU | 7:20 | 12:30 | 12:58 | 5:20 | | |
| 28-FRI | 7:48 | 12:15 | 12:48 | 5:40 | | |
| 29-SAT | | | | | | Off |
| 30-SUN | | | | | | Off |
| 31-MON | 7:50 | 12:10 | 12:40 | 5:30 | | |

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.


KLEER JEANN G. LONGATANG

VERIFIED as to prescribed office hours


ELIZA D. ESPINOSA
Department Head
Institute of Tropical Ecology & Envi. Mgmt.

DAILY TIME RECORD
LONGATANG, KLEER JEANN G.
(NAME)

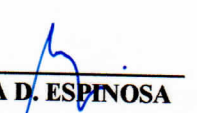
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| 1-SAT | | | | | | Off |
| 2-SUN | | | | | | Off |
| 3-MON | Travel to Abuyog Leyte | | | | | |
| 4-TUE | | | | | | |
| 5-WED | | | | | | |
| 6-THU | | | | | | |
| 7-FRI | | | | | | |
| 8-SAT | | | | | Off | |
| 9-SUN | | | | | Off | |
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| 28-FRI | 7:48 | 12:15 | 12:48 | 5:40 | | |
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