

DAILY TIME RECORD**MONDAL, HERNANDO L.**

(NAME)

For the month of
February 1 - 28, 2022Official hours for arrival and departure
8:00AM - 5:00PM**DEPARTMENT OF FOREST SCIENCE**

Visca, Baybay City, Leyte, PHILIPPINES

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PERFORMANCE REPORT
February 2022

HERNANDO L. MONDAL was approved on the period covered and that I actually assigned outputs as shown below:

Tasks accomplished and submitted	Equivalent Points
Regular meeting and took (hrs).	8.0
Supervision of the students that are (both laboratory reports)	
Orientation and Re- mics Adviser, Department Sessions (3hrs)	8.0
Supervision of the students that are (both laboratory reports)	
Regular meeting minutes	8.0
POINTS DELIVERED	24 points

FH (No. of days x 8 hrs) = **24**

Submitted/delivered = **24**
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Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-TUE	HOLIDAY					
2-WED	WORK FROM HOME					
3-THU	WORK FROM HOME					
4-FRI	WORK FROM HOME					
5-SAT						Off
6-SUN						Off
7-MON	7:57	12:00	12:57	5:05		
8-TUE	7:41	12:13	12:58	5:14		
9-WED	7:56	12:00	12:44	5:03		
10-THU	7:52	12:00	12:40	5:14		
11-FRI	7:54	12:00	12:40	5:05		
12-SAT						Off
13-SUN						Off
14-MON	7:56	12:20	12:57	5:04		
15-TUE	7:57	12:00	12:43	5:07		
16-WED	7:55	12:00	12:40	5:08		
17-THU	7:56	12:00	12:42	5:05		
18-FRI	7:58	12:00	12:56	5:06		
19-SAT						Off
20-SUN						Off
21-MON	7:54	12:00	12:56	5:05		
22-TUE	7:47	12:00	12:55	5:05		
23-WED	7:56	12:00	12:33	5:05		
24-THU	7:57	12:00	12:55	5:06		
25-FRI	HOLIDAY					
26-SAT						Off
27-SUN						Off
28-MON	7:44	12:00	12:45	5:14		

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 and departure from office.


HERNANDO L. MONDAL

VERIFIED as to prescribed office hours

ANATOLIO N. POLINARDepartment Head
Department of Forest Science


Dennis P. Peque

Approved:

DENNIS P. PEQUE
Dean, CFES

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