

DAILY TIME RECORD
BELONIAS, BEATRIZ S.
(NAME)

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

**OFFICE OF THE VICE PRESIDENT
FOR ACADEMIC AFFAIRS**
1/F Administration Building
Visca, Baybay City, Leyte PHILIPPINES
VOIP No. 1003 Email: ovpaa@vsu.edu.ph
Website: www.vsu.edu.ph

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SUN						Off
2-MON	8:00	12:04	1:00	5:03		8hrs
3-TUE		Holiday				Holiday
4-WED	8:00	12:04	1:00	5:03		8hrs
5-THU		Calamity Leave				Absent
6-FRI						Absent
7-SAT						Off
8-SUN						Off
9-MON		Holiday				Holiday
10-TUE	8:00	12:04	1:00	5:03		8hrs
11-WED	8:00	12:04	1:00	5:02		8hrs
12-THU	8:00	12:08	1:00	5:04		8hrs
13-FRI	8:00	12:08	1:00	5:03		8hrs
14-SAT						Off
15-SUN						Off
16-MON	8:00	12:04	1:00	5:02		8hrs
17-TUE	8:00	12:04	1:00	5:00		8hrs
18-WED	8:00	12:05	1:00	5:03		8hrs
19-THU	8:00	12:04	1:00	5:01		8hrs
20-FRI	8:00	12:02	1:00	5:00		8hrs
21-SAT						Off
22-SUN						Off
23-MON	8:00	12:07	1:00	5:03		8hrs
24-TUE	8:00	12:04	1:00	5:00		8hrs
25-WED	8:00	12:04	1:00	5:00		8hrs
26-THU	8:00	12:04	1:00	5:01		8hrs
27-FRI	8:00	12:04	1:00	5:03		8hrs
28-SAT						Off
29-SUN						Off
30-MON	8:00	12:04	1:00	5:01		8hrs
31-TUE	8:00	12:04	1:00	5:00		8hrs

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.


BEATRIZ S. BELONIAS

VERIFIED as to prescribed office hours

EDGARDO E. TULIN
President
Office of the University President

CERTIFICATION

Transportation Allowances (RATA)

EIGHTEEN THOUSAND PESOS (P18,000.00)
2022 was fully expended.

in the performance of my official duties;

ment vehicle within my official station for

de those from home to office and vice versa;

ment vehicle for official travels within fifty (50)

Submitted by:


BEATRIZ S. BELONIAS
Vice President for Academic Affairs

science, technology, and environmental conservation.
ve human resource, cutting-edge scientific knowledge
ustainable communities and environment.

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