

DAILY TIME RECORD**DUATIN, FLORA MIA Y.**

(NAME)

For the month of

October 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						SL
4-TUE						SL
5-WED						CDO
6-THU						CDO
7-FRI	8:07	12:24	12:26	5:40		8hrs
8-SAT						Off
9-SUN						Off
10-MON	7:20	12:20	12:50	5:14		8hrs
11-TUE	8:13	12:30	12:55	5:25		8hrs
12-WED	8:18	12:30	12:55	5:04		8hrs
13-THU	8:11	12:02	12:12	6:39		8hrs
14-FRI	8:11	12:08	12:59	7:30		8hrs
15-SAT						Off
16-SUN						Off
17-MON	8:21	12:09	12:10		4hrs 12mins	3hrs 48mins
18-TUE	9:09	12:09	1:23	5:30	53mins	7hrs 7mins
19-WED	9:00	12:11	12:27	5:30		8hrs
20-THU						Holiday
21-FRI	8:41	12:26	12:33	5:01		8hrs
22-SAT						Off
23-SUN						Off
24-MON	7:01	11:57	12:20	6:10		8hrs
25-TUE						OB
26-WED						OB
27-THU	8:04	12:10	12:19	6:42		8hrs
28-FRI	7:47	1:47	1:00	7:00		8hrs SUSPENDED 1:00 pm 7:00 pm
29-SAT						Off
30-SUN						Off
31-MON						Holiday

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.


FLORA MIA Y. DUATIN

VERIFIED as to prescribed office hours


ROMEL B. ARMECIN

Department Head
 National Abaca Research Center

Date Generated: Dec/13/2022 03:50:05

Scan Here



FM-REG-04-2022-1212-81604

FOR LEAVE

(First)

(Middle)

Flora Mia

Yulores

5. SALARY (Monthly)

Professor III

APPLICATION**6.b DETAILS OF LEAVE:**

In case of vacation/Special Privilege leave:

☐ Within the Philippines :☐ Abroad (Pls. Specify) :

In case of Sick leave:

☐ In Hospital (Pls. Specify) :☒ Out Patient (Pls. Specify) : at homeIn case of Special Leave Benefits for Women:
(Specify Illness)

In case of Study leave:

☐ BAR/Board Examination Review☐ Completion of Master's Degree☐ Completion of Doctorate Degree☐ Completion of PHD Degree

Other purpose:

☐ Monetization of Leave Credits☐ Terminal Leave**6.d COMMUTATION**☒ Requested ☐ Not Requested


DUATIN, FLORA MIA Y.

(Signature of Applicant)

ON ON APPLICATION**7.b RECOMMENDATION:**☒ For Approval☐ For Disapproval due to:


ROMEL B. ARMECIN

National Abaca Research Center

7.d DISAPPROVED due to:


E. TULIN

(Signature)
 y President