

**DAILY TIME RECORD**  
**BALDOS, ODELO B.**  
(NAME)

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON	7:59	12:07	12:16	5:24		8hrs
2-TUE	8:06	12:03	12:25	5:31	6mins	7hrs 54mins
3-WED	8:03	12:00	12:23	8:34	3mins	7hrs 57mins
4-THU	8:06	12:03	12:11	5:11	6mins	7hrs 54mins
5-FRI						OB
6-SAT						Off
7-SUN						Off
8-MON	8:12	12:04	12:13	5:05	12mins	7hrs 48mins
9-TUE	7:53	12:01	12:14	5:00		8hrs
10-WED						OB
11-THU	8:05	12:00	12:09	8:13	5mins	7hrs 55mins
12-FRI	7:59	12:00	1:00	5:05		8hrs
13-SAT						Off
14-SUN						Off
15-MON	7:56	12:00	12:16	5:46		8hrs
16-TUE	8:07	12:00	1:19	8:57	26mins	7hrs 34mins
17-WED						OB
18-THU	7:21	12:03	12:14	5:10		8hrs
19-FRI						SPL
20-SAT						Off
21-SUN						Off
22-MON	8:13	12:07	12:20	5:15	13mins	7hrs 47mins
23-TUE						OB
24-WED	7:58	12:00	12:09	8:06		8hrs
25-THU						OB
26-FRI	7:45	12:00	12:04	5:53		8hrs
27-SAT						Off
28-SUN						Off
29-MON						Holiday
30-TUE	7:39	12:00	12:02	6:27		8hrs
31-WED	7:53	12:00	12:23	5:27		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.

  
**ODELO B. BALDOS**

VERIFIED as to prescribed office hours

  
**DHENBER C. LUSANTA**  
Department Head  
Farm Resource Management Institute