

DAILY TIME RECORD

CAGANDE, LOREME S.

(NAME)

For the month of

December 1 - 31, 2021

Official hours for arrival and departure

8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED	7:50	12:03	12:58	5:03		Absent
2-THU	7:55	12:00	12:55	5:00		Absent
3-FRI	7:58	12:05	1:00	5:04		Absent
4-SAT						Off
5-SUN						Off
6-MON	7:50	12:06	12:57	5:00		Absent
7-TUE	7:59	12:03	12:56	5:04		Absent
8-WED		HOLIDAY				Absent
9-THU	7:58	12:08	12:54	5:08		Absent
10-FRI	7:54	12:06	12:52	5:03		Absent
11-SAT						Off
12-SUN						Off
13-MON	8:00	12:00	12:58	5:00		Absent
14-TUE	8:00	12:04	12:56	5:10		Absent
15-WED	7:56	12:06	1:00	5:07		Absent
16-THU	WORK SUSPENDED					Absent
17-FRI						Absent
18-SAT						Off
19-SUN						Off
20-MON	7:55	12:04	12:55	5:06		Absent
21-TUE	7:50	12:08	12:52	5:02		Absent
22-WED	7:54	12:04	12:58	5:00		Absent
23-THU	7:58	12:00	12:56	5:08		Absent
24-FRI	7:59	12:03	HOLIDAY			Absent
25-SAT						Off
26-SUN						Off
27-MON						Absent
28-TUE	TEACHER'S LEAVE					Absent
29-WED						Absent
30-THU		HOLIDAY				Absent
31-FRI	TEACHER'S LEAVE					Absent

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.

L. L. Cagande
LOREME S. CAGANDE

VERIFIED as to prescribed office hours

ULYSSES A. CAGASAN

Department Head
Department of Agronomy

DAILY TIME RECORD

ALCOBER, ED ALLAN L.

(NAME)

For the month of

December 1 - 31, 2021

Official hours for arrival and departure

8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED	7:55	12:05	12:55	5:00		Absent
2-THU	8:00	12:00	12:50	5:10		Absent
3-FRI	7:58	12:05	12:55	5:00		Absent
4-SAT		Cat				Off
5-SUN		Sun				Off
6-MON	7:50	12:10	12:55	5:05		Absent
7-TUE	8:00	12:00	12:50	5:00		Absent
8-WED		HOLIDAY				Absent
9-THU	7:55	12:07	12:58	5:05		Absent
10-FRI	7:50	12:05	12:55	5:10		Absent
11-SAT		Cat				Off
12-SUN		Sun				Off
13-MON	7:50	12:00	1:00	5:05		Absent
14-TUE	7:55	12:05	ON LEAVE			Absent
15-WED	7:50	12:05	ON LEAVE			Absent
16-THU	WORK	7:55	12:10	12:55	5:00	Absent
17-FRI	SUSPENDED	12:05	12:50	5:10		Absent
18-SAT		Cat				Off
19-SUN		Sun				Off
20-MON	7:50	12:05	12:55	5:05		Absent
21-TUE	8:00	12:00	12:55	5:10		Absent
22-WED		CDO ON LEAVE				Absent
23-THU		CDO ON LEAVE				Absent
24-FRI	7:50	12:05	HOLIDAY			Absent
25-SAT		Cat				Off
26-SUN		Sun				Off
27-MON		CDO ON LEAVE				Absent
28-TUE		CDO ON LEAVE				Absent
29-WED		CDO ON LEAVE				Absent
30-THU		HOLIDAY				Absent
31-FRI		CDO ON LEAVE				Absent

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ED ALLAN L. ALCOBER

VERIFIED as to prescribed office hours

ULYSSES A. CAGASAN

Department Head
Department of Agronomy

DAILY TIME RECORD**RATILLA, BERTA C.**

(NAME)

For the month of


December 1 - 31, 2021

Official hours for arrival and departure

8:00AM - 5:00PM


Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED	8:00	12:00	1:00	5:05		Absent
2-THU	8:00	12:00	1:00	5:06		Absent
3-FRI	8:00	12:05	1:00	5:10		Absent
4-SAT	Sat					Off
5-SUN	Sun					Off
6-MON	8:00	12:05	1:00	5:20		Absent
7-TUE	8:00	12:05	1:00	5:10		Absent
8-WED	HOLIDAY					Absent
9-THU	8:00	12:05	1:00	5:10		Absent
10-FRI	8:00	12:04	1:00	5:10		Absent
11-SAT	Sat					Off
12-SUN	Sun					Off
13-MON	8:00	12:00	1:00	5:15		Absent
14-TUE	8:00	12:05	1:00	5:15		Absent
15-WED	8:00	12:05	1:00	5:15		Absent
16-THU	Typhoon Odette					Absent
17-FRI	Typhoon Odette					Absent
18-SAT	Sat					Off
19-SUN	Sun					Off
20-MON	8:00	12:03	1:00	5:10		Absent
21-TUE	8:00	12:05	1:00	5:20		Absent
22-WED	8:00	12:10	1:00	5:10		Absent
23-THU	8:00	12:15	1:00	5:05		Absent
24-FRI	8:00	12:06	HOLIDAY			Absent
25-SAT	Sat					Off
26-SUN	Sun					Off
27-MON	8:00	12:05	1:00	5:10		Absent
28-TUE	On leave					Absent
29-WED	On leave					Absent
30-THU	HOLIDAY					Absent
31-FRI	On leave					Absent

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.



BERTA C. RATILLA

VERIFIED as to prescribed office hours



ULYSSES A. CAGASAN

Department Head
Department of Agronomy