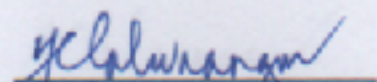


DAILY TIME RECORD **CALUNANGAN, FE C.** (NAME)

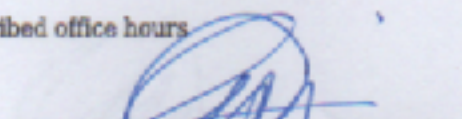
For the month of
January 1 - 31, 2023
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SUN						Off
2-MON						Holiday
3-TUE	8:07	12:37	12:38	5:03	7mins	7hrs 53mins
4-WED	7:52	12:05	12:06	5:09		8hrs
5-THU	7:57	12:41	12:42	5:10		8hrs
6-FRI	8:00	12:06	12:08	5:04		8hrs
7-SAT	9:26	12:42	12:42	5:08		7hrs 42mins
8-SUN						Off
9-MON	8:02	12:28	12:28	5:08	2mins	7hrs 58mins
10-TUE	7:51	12:44	12:44	5:05		8hrs
11-WED	7:58	12:42	12:42	5:03		8hrs
12-THU	7:54	12:03	12:05	5:04		8hrs
13-FRI	7:58	12:18	12:18	5:03		8hrs
14-SAT						Off
15-SUN						Off
16-MON	7:58	12:02	12:04	5:03		8hrs
17-TUE	7:55	12:09	12:09	5:02		8hrs
18-WED	7:56	12:29	12:29	5:04		8hrs
19-THU	7:52	12:24	12:24	5:10		8hrs
20-FRI	8:04	12:30	12:32	5:04	4mins	7hrs 56mins
21-SAT						Off
22-SUN						Off
23-MON	7:59	12:16	12:17	5:07		8hrs
24-TUE	7:59	12:37	12:38	5:04		8hrs
25-WED	7:56	12:06	12:07	5:02		8hrs
26-THU	7:58	12:09	12:12	5:05		8hrs
27-FRI	7:58	12:29	12:31	5:05		8hrs
28-SAT						Off
29-SUN						Off
30-MON	7:58	12:13	12:14	5:01		8hrs
31-TUE	7:49	12:11	12:14	5:08		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.


FE C. CALUNANGAN

VERIFIED as to prescribed office hours


QUEEN-EVER Y. ATUPAN
Department Head
Office of the Cashier

ppines

Stamp of Date of Receipt

IVERSITY
eyte

R LEAVE

st)	(Middle)
Cruza	
5. SALARY (Monthly)	
e IV	

LOCATION

DETAILS OF LEAVE:

case of vacation/Special Privilege leave:

1 Within the Philippines : special leave

1 Abroad (Pls. Specify) :

case of Sick leave:

1 In Hospital (Pls. Specify) :

1 Out Patient (Pls. Specify) :

case of Special Leave Benefits for Women:

Specify Illness)

case of Study leave:

1 BAR/Board Examination Review

1 Completion of Master's Degree

1 Completion of Doctorate Degree

1 Completion of PHD Degree

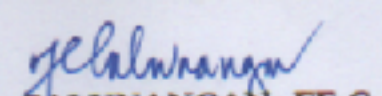
her purpose:

1 Monetization of Leave Credits

1 Terminal Leave

1 COMMUTATION

☒ Requested ☐ Not Requested

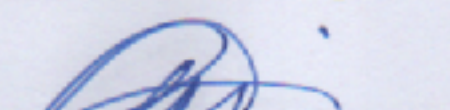

CALUNANGAN, FE C.

(Signature of Applicant)

N APPLICATION

b RECOMMENDATION:

☐ For Approval☐ For Disapproval due to:


QUEEN-EVER Y. ATUPAN
Office of the Cashier

d DISAPPROVED due to:

TULIN

(Signature)
ident .