

DAILY TIME RECORD
SEÑARA, CIELO F.
(NAME)


For the month of
November 1 - 30, 2022
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-TUE						Holiday
2-WED	7:10	12:30	1:00	5:00		8hrs
3-THU	7:11	12:26	12:42	5:00		8hrs
4-FRI	7:09	12:27	12:41	5:00		8hrs
5-SAT						Off
6-SUN						Off
7-MON	7:04	12:34	12:41	5:00		8hrs
8-TUE	7:15	12:33	12:51	5:00		8hrs
9-WED	7:08	12:44	1:00	5:00		8hrs
10-THU						SL
11-FRI						SL
12-SAT						Off
13-SUN						Off
14-MON	7:01	12:43	12:45	5:00		8hrs
15-TUE	7:00	12:29	12:35	5:00		8hrs
16-WED	7:06	12:40	12:49	5:00		8hrs
17-THU	7:28	12:42	12:47	4:56	4mins	7hrs 56mins
18-FRI						SUSPENDED 1:00 pm 7:00 pm
19-SAT						Off
20-SUN						Off
21-MON	7:01	12:36	12:59	5:00		8hrs
22-TUE	7:03	12:31	12:50	5:00		8hrs
23-WED	7:04	12:36	12:46	5:00		8hrs
24-THU	7:01	12:44	12:52	4:57	3mins	7hrs 57mins
25-FRI	7:18	12:37	1:01	5:00	1min	7hrs 59mins
26-SAT						Off
27-SUN						Off
28-MON	6:55	12:38	12:47	5:00		8hrs
29-TUE	7:40	12:02	12:13	5:00		8hrs
30-WED						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.


CIELO F. SEÑARA

VERIFIED as to prescribed office hours


ROMEL B. ARMECINA
Department Head
National Abaca Research Center