

DAILY TIME RECORD **DELA PENA, WENCES REY B.** (NAME)

For the month of
January 1 - 31, 2024
 Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON						Holiday
2-TUE						FL
3-WED						FL
4-THU	7:56	12:13	12:25	5:18		8hrs
5-FRI	8:01	12:00	12:52	5:26	1min	7hrs 59mins
6-SAT						Off
7-SUN						Off
8-MON	7:58	12:12	1:03	5:04	3mins	7hrs 57mins
9-TUE	7:58	12:01	12:20	5:14		8hrs
10-WED	7:48	12:02	12:04	5:22		8hrs
11-THU	7:56	12:00	1:00	5:06		8hrs
12-FRI	8:02	12:17	12:19	5:03	2mins	7hrs 58mins
13-SAT						Off
14-SUN						Off
15-MON	7:43	12:19	12:20	5:22		8hrs
16-TUE	7:47	12:35	12:50	5:16		8hrs
17-WED	7:55	12:02	12:03	5:16		8hrs
18-THU	7:55	12:09	1:00	5:00		8hrs
19-FRI	7:56	12:28	12:29	5:21		8hrs
20-SAT						Off
21-SUN						Off
22-MON	7:56	12:11	12:13	5:18		8hrs
23-TUE	7:21	12:01	12:03	5:50		8hrs
24-WED						OB
25-THU						OB
26-FRI	7:53	12:06	12:11	6:10		8hrs
27-SAT						Off
28-SUN						Off
29-MON						EDL
30-TUE						EDL
31-WED						EDL

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.


WENCES REY B. DELA PENA

VERIFIED as to prescribed office hours

DIONESIO M. BANOC

Department Head
 Department of Agronomy