

VISAYAS STATE UNIVERSITY

ViSCA, Baybay, Leyte

DAILY TIME RECORD

NEVIN A. PACADA

(Name)

For the month of JUNE 2022

Official hours for arrival

{ Regular days:

and departure

{ Saturdays:

D A Y	A M		P M		UNDER TIME	
	Arrival	Departure	Arrival	Departure	Hrs.	Min.
1	7:45	12:00	1:00	5:10		
2	7:56	12:05	12:58	5:15		
3	8:00	12:01	1:00	5:45		
4			SATURDAY			
5			SUNDAY			
6	7:50	12:05	1:00	5:25		
7	7:49	12:00	12:58	5:18		
8	7:58	12:00	1:00	5:50		
9	8:02	12:03	1:00	5:48		
10	7:56	12:01	12:55	5:50		
11			SATURDAY			
12			SUNDAY			
13	7:53	12:00	1:00	5:46		
14	8:00	12:03	12:57	6:00		
15	7:53	12:00	12:59	5:10		
16	7:56	12:00	12:59	5:30		
17	7:59	12:05	12:50	5:41		
18			SATURDAY			
19			SUNDAY			
20	7:50	12:00	1:00	6:30		
21	7:53	12:01	1:00	5:40		
22	7:51	12:02	12:50	5:00		
23	8:00	12:02	12:58	5:15		
24	8:00	12:00	1:00	5:25		
25			SATURDAY			
26			SUNDAY			
27	7:49	12:01	12:58	5:15		
28	7:50	12:00	1:00	5:40		
29	8:00	12:05	12:59	5:48		
30	7:56	12:00	1:00	5:31		
31						

TOTAL

I certify on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office

Signature

Verified as to the prescribed office hours

In-Charge