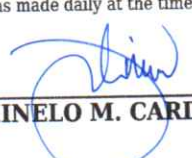


Civil Service Form 48

DAILY TIME RECORD**CARDAÑO, CHINELO M.**
(NAME)For the month of
October 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						STL
3-TUE						STL
4-WED						STL
5-THU						STL
6-FRI						STL
7-SAT						Off
8-SUN						Off
9-MON						STL
10-TUE						STL
11-WED						STL
12-THU						STL
13-FRI						STL
14-SAT						Off
15-SUN						Off
16-MON						SL
17-TUE						SL
18-WED						SL
19-THU						SL
20-FRI						Holiday
21-SAT						Off
22-SUN						Off
23-MON						SL
24-TUE						SL
25-WED						SL
26-THU						SL
27-FRI						SL
28-SAT						Off
29-SUN						Off
30-MON						Holiday
31-TUE						SL

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.


CHINELO M. CARDAÑO

VERIFIED as to prescribed office hours


MA. THERESA P. LORETO

 Department Head
 Advanced Research and Innovation Center

Date Generated: Nov/14/2023 08:19:49

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VERSITY

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Stamp of Date of Receipt

LEAVE

(Middle)

Mendez

5. SALARY (Monthly)

CATION

S OF LEAVE:

 Vacation/Special Privilege leave:
 the Philippines :
 Pls. Specify) :

 Sick leave:
 tal (Pls. Specify) :
 ent (Pls. Specify) : Gynecological health

 Special Leave Benefits for Women:
 (Pls. Specify) :

 Study leave:
 Third Examination Review
 Completion of Master's Degree
 Completion of Doctorate Degree
 Completion of PHD Degree

 Unpaid leave:
 Accumulation of Leave Credits
 Unpaid Leave
REMARKS
 Requested ☐ Not Requested


CARDAÑO, CHINELO M.

(Signature of Applicant)

APPLICATION

RECOMMENDATION:

Approval

Approval due to:


THERESA P. LORETO

College of Arts and Sciences

APPROVED due to:

N

(re)