

# DAILY TIME RECORD

**CASTILLO, BONIFACIO E.**

(NAME)

For the month of

May 1 - 31, 2022

Official hours for arrival and departure

8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SUN	5					Off
2-MON	6:47	11:00	1:00	5:10		Absent
3-TUE						Holiday
4-WED	7:00	1:05	1:00	5:07		Absent
5-THU	6:27	11:00	1:00	5:05		Absent
6-FRI	7:00	11:15	1:00	5:06		Absent
7-SAT	5					Off
8-SUN	5					Off
9-MON						Holiday
10-TUE	7:00	11:00	1:00	5:07		Absent
11-WED	6:46	11:00	1:00	5:00		Absent
12-THU	7:00	11:00	1:00	5:08		Absent
13-FRI	6:47	11:00	1:00	5:06		Absent
14-SAT	5					Off
15-SUN	5					Off
16-MON	B-LEAVE					Absent
17-TUE	6:56	11:03	1:06	5:01	1hr 3mins	6hrs 57mins
18-WED	7:06	11:00	1:11	5:01	1hr 11mins	6hrs 49mins
19-THU	7:05	11:08	1:23	5:26	1hr 15mins	6hrs 45mins
20-FRI	7:03	12:48	12:49	5:30		8hrs
21-SAT	5					Off
22-SUN	5					Off
23-MON	7:12	11:02		5:00	4hrs 58mins	3hrs 2mins
24-TUE	6:56	11:00	1:07	5:02	1hr 7mins	6hrs 53mins
25-WED	7:09	11:01		5:03	4hrs 59mins	3hrs 1min
26-THU	6:51	11:06	1:00		4hrs 54mins	3hrs 6mins
27-FRI	7:14	12:05	12:07	5:04		8hrs
28-SAT	5					Off
29-SUN	5					Off
30-MON	7:06	11:03	1:02	5:16	59mins	7hrs 1min
31-TUE	7:03	11:07	1:18	5:00	1hr 11mins	6hrs 49mins

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.

**BONIFACIO E. CASTILLO**

VERIFIED as to prescribed office hours

**SUZETTE B. LINAS**

Department Head  
Department of Soil Science