

VISAYAS STATE UNIVERSITY #224
Bay bay, Leyte
DAILY TIME RECORD

Charlie Mark F. Cutamora

NAME

For the month of January. 2022

official hours for arrival and departure

Regular days _____ Saturdays _____

	A. M.		P. M.		Undertime	
Date	Arri- val	Depar- ture	Arri- val	Depar- ture	Hrs	Min
1			Saturday			
2			Sunday			
3	8:00	12:00	1:00	5:00		
4	8:00	12:00	1:00	5:00		
5	-CALAMITY LEAVE					
6	8:00	12:00	1:00	5:00		
7	8:00	12:00	1:00	6:30		
8			Saturday			
9			Sunday			
10	CALAMITY LEAVE					
11						
12						
13						
14	8:00	12:00	1:00	5:00		
15			Saturday			
16			Sunday			
17	8:00	12:00	1:00	5:00		
18	8:00	12:00	1:00	5:00		
19	8:00	12:00	1:00	5:00		
20	8:00	12:00	1:00	5:00		
21	8:00	12:00	1:00	5:00		
22			Saturday			
23			Sunday			
24	8:00	12:00	1:00	5:00		
25	8:00	12:00	1:00	5:00		
26	8:00	12:00	1:00	5:00		
27	8:00	12:00	1:00	5:00		
28	8:00	12:00	1:00	5:00		
29			Saturday			
30			Sunday			
31	8:00	12:00	1:00	5:00		

Total

I CERTIFY on my honor that the above is true and correct report of the hours of work performed, record of which has made at that time of arrival and departure from office.

VERIFIED as to the prescribed office hours:

MARLON G. BURLAS

Head, Motor Pool

VISAYAS STATE UNIVERSITY
Bay bay, Leyte
DAILY TIME RECORD

Charlito V. Rabanos

NAME

For the month of January. 2022

official hours for arrival and departure

Regular days _____ Saturdays _____

	A. M.		P. M.		Undertime		
Date	Arri- val	Depar- ture	Arri- val	Depar- ture	Hrs	Min	
1			Saturday				
2			Sunday				
3	7:45	12:00	1:00	5:00			
4	7:40	12:00	1:00	5:00			
5	7:43	12:00	1:00	5:00			
6	7:45	12:00	1:00	5:00			
7	7:47	12:00	1:00	5:00			
8			Saturday				
9			Sunday				
10	CALAMITY LEAVE						
11							
12							
13							
14							
15			Saturday				
16			Sunday				
17	7:42	12:00	1:00	5:00			
18	7:40	12:00	1:00	5:00			
19	7:48	12:00	1:00	5:00			
20	7:41	12:00	1:00	5:00			
21	7:49	12:00	1:00	5:00			
22			Saturday				
23			Sunday				
24	7:37	12:00	1:00	5:00			
25	7:50	12:00	1:00	5:00			
26	7:55	12:00	1:00	5:00			
27	7:49	12:00	1:00	5:00			
28	7:45	12:00	1:00	5:00			
29			Saturday				
30			Sunday				
31	7:40	12:00	1:00	5:00			

Total

I CERTIFY on my honor that the above is true and correct report of the hours of work performed, record of which has made at that time of arrival and departure from office.

VERIFIED as to the prescribed office hours:

MARLON G. BURLAS

Head, Motor Pool