

DAILY TIME RECORD  
ESPINOSA, ELIZA D.  
(NAME)

For the month of  
February 1 - 28, 2023  
Official hours for arrival and departure  
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED	8:00	12:00	12:31	6:32		8hrs
2-THU	7:58	12:03	12:48	5:09		8hrs
3-FRI	8:14	12:06	12:45	5:12	14mins	7hrs 46mins
4-SAT						Off
5-SUN						Off
6-MON	7:48	12:08	12:50	5:15		8hrs
7-TUE	8:05	12:07	12:44	5:07	5mins	7hrs 55mins
8-WED	8:15	12:03	12:48	5:05	15mins	7hrs 45mins
9-THU	7:58	12:12	12:45	5:06		8hrs
10-FRI	8:16	12:17	12:41	5:08	16mins	7hrs 44mins
11-SAT						Off
12-SUN						Off
13-MON	8:20	12:02	12:32	5:01	20mins	7hrs 40mins
14-TUE	7:25	12:05	12:51	5:09		8hrs
15-WED	10:58	12:42	12:58	5:38	2hrs 58mins	5hrs 2mins
16-THU	8:09	12:16	12:50	5:02	9mins	7hrs 51mins
17-FRI						OB
18-SAT						Off
19-SUN						Off
20-MON	7:53	12:03	12:56	5:19		8hrs
21-TUE	7:36	12:21	12:46	5:01		8hrs
22-WED	8:04	12:06	12:33	5:13	4mins	7hrs 56mins
23-THU						OB
24-FRI						Holiday
25-SAT						Off
26-SUN						Off
27-MON	7:50	12:07	12:47	6:00		8hrs
28-TUE	8:14	12:38	12:50	5:05	14mins	7hrs 46mins

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.

ELIZA D. ESPINOSA

VERIFIED as to prescribed office hours

DENNIS P. PEQUE

College Dean  
College of Forestry & Environmental Sciences

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