

Civil Service Form 48

DAILY TIME RECORD VILLOCINO, ANDREO P.

For the month of February 1 - 29, 2024
Official hours for arrival and departure 8:00AM - 5:00PM

D	AM		PM		TOTAL	Total
Day	IN	OUT	IN	OUT	T/U	Total
1-THU	7:59	12:54	12:55	5:27		8hrs
2-FRI	7:58	12:00	12:07	5:41		8hrs
3-SAT						Off
4-sun						Off
5-MON						ОВ
6-TUE	8:01	12:52	12:55	5:04	1 min	7hrs 59mins
7-WED						FL
8-тни	7:30	12:14	12:29	7:10		8hrs
9-FRI						Holiday
10-SAT						Off
11-SUN						Off
12-MON	8:04	12:49	12:50	5:51	4mins	7hrs 56mins
13-TUE	7:57	12:20	12:20	5:19		8hrs
14- WED						OB
15- THU	7:52	12:52	12:54	5:03		8hrs
16-FRI	5:25	12:35	12:44	5:10		8hrs
17-SAT						Off
18-SUN		1				Off
19- MON	8:03	12:00	1:03	5:06	6mins	7hrs 54mins
20-TUE	7:33	12:52	12:53	5:13		8hrs
21-WED	7:56	12:51	12:55	5:05		8hrs -
22-THU						ОВ
23-FRI						OB
24-SAT						Off
25-SUN						Off
26-MON						OB
27- TUE						ОВ
28-WED	7:58	12:00	1:00	5:00		8hrs
29-THU	7:59	12:41	12:43	5:15		8hrs

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.

ANDREO P **VILLOCINO**

VERIFIED as to prescribed office hours

Department Head Department of Agronomy

Date Generated: Jul/10/2024 01:57:07

PHYSICAL PLANT OFFICE

Visca, Baybay City, Leyte, PHILIPPINES Telefax: 1041(LOCAL)

Email: www.ppo.@vsu.edu.ph Website: www.vsu.edu.ph

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