

DAILY TIME RECORD

VILLAREMO, MAREJEN A.
(NAME)

For the month of
November 1 - 30, 2024
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-FRI						Holiday
2-SAT						Off
3-SUN						Off
4-MON						SL
5-TUE						SL
6-WED						SL
7-THU						SL
8-FRI						SL
9-SAT						Off
10-SUN						Off
11-MON	7:40	12:30	12:33	5:05		8hrs
12-TUE	7:30	12:34	12:38	5:05		8hrs
13-WED	7:00	12:00			4hrs	4hrs
14-THU	7:41	12:00	12:35	5:05		8hrs
15-FRI	8:18	12:28	12:28	4:42		7hrs 24mins SUSPENDED 3:01 pm 11:59 pm
16-SAT						Off
17-SUN						Off
18-MON	8:03	12:13	12:31	5:04	3mins	7hrs 57mins
19-TUE	7:50	12:10	12:24	5:16		8hrs
20-WED	7:54	12:05	12:32	5:09		8hrs
21-THU	7:36	12:34	12:37	10:16		8hrs
22-FRI	7:58	12:11	12:27	5:33		8hrs
23-SAT						Off
24-SUN						Off
25-MON	7:00	12:02	12:06	5:01		8hrs
26-TUE						RA 9184 SEMINAR
27-WED						RA 9184 SEMINAR
28-THU						RA 9184 SEMINAR
29-FRI	7:44	12:16	12:28	5:01		8hrs
30-SAT						Off

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.


MAREJEN A. VILLAREMO

VERIFIED as to prescribed office hours

JEROME O. ARRIBADO
Department Head
Eco-Farm & Resource Management Institute