

VISAYAS STATE UNIVERSITY

Bay bay, Leyte

DAILY TIME RECORD

Vincent Paul C. Asilom

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	6:10	12:00	1:00	5:00		
4	7:50	12:00	1:00	5:00		
5	8:00	12:00	1:00	5:00		
6	8:00	12:00	1:00	5:00		
7	8:00	12:00	1:00	5:00		
8			Saturday			
9			Sunday			
10	8:00	12:00	1:00	5:00		
11	CALAMITY LEAVE					
12						
13						
14						
15			Saturday			
16			Sunday			
17	CALAMITY LEAVE					
18	8:00	12:00	1:00	5:00		
19	7:50	12:00	1:00	5:00		
20	7:52	12:00	1:00	5:00		
21	8:00	12:00	1:00	5:00		
22			Saturday			
23			Sunday			
24	7:55	12:00	1:00	5:00		
25	8:00	12:00	1:00	5:00		
26	7:55	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