

DAILY TIME RECORD

GLORIA, REYNALDO N.

(NAME)

For the month of


December 1 - 31, 2021

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	1:00	5:00		
2-THU	8:00	12:00	1:00	5:00		
3-FRI	7:45	12:00	1:00	5:00		
4-SAT						Off
5-SUN						Off
6-MON	7:58	12:00	1:00	5:00		
7-TUE	7:55	12:00	1:00	5:00		
8-WED						Holiday
9-THU	8:00	12:00	1:00	5:00		
10-FRI	8:00	12:00	1:00	5:00		
11-SAT						Off
12-SUN						Off
13-MON	8:00	12:00	1:00	5:00		
14-TUE	7:40	12:00	1:00	5:00		
15-WED	8:00	12:00	1:00	5:00		
16-THU						Typhoon
17-FRI						Typhoon
18-SAT						Off
19-SUN						Off
20-MON	8:00	12:00	1:00	5:00		
21-TUE	8:00	12:00	1:00	5:00		
22-WED	8:00	12:00	1:00	5:00		
23-THU	8:00	12:00	1:00	5:00		
24-FRI	8:00	12:00	1:00	5:00		
25-SAT						Off
26-SUN						Off
27-MON	8:00	12:00	1:00	5:00		
28-TUE	8:00	12:00	1:00	5:00		
29-WED	7:55	12:00	1:00	5:00		
30-THU	RIZAL DAY					
31-FRI	8:00	12:00	1:00	5:00		

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.


REYNALDO N. GLORIA

VERIFIED as to prescribed office hours


ANATOLIO N. POLINAR
Department Head
Department of Forest Science

DAILY TIME RECORD

GLORIA, REYNALDO N.

(NAME)

For the month of


December 1 - 31, 2021

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	1:00	5:00		
2-THU	8:00	12:00	1:00	5:00		
3-FRI	7:45	12:00	1:00	5:00		
4-SAT						Off
5-SUN						Off
6-MON	7:58	12:00	1:00	5:00		
7-TUE	7:55	12:00	1:00	5:00		
8-WED						Holiday
9-THU	8:00	12:00	1:00	5:00		
10-FRI	8:00	12:00	1:00	5:00		
11-SAT						Off
12-SUN						Off
13-MON	8:00	12:00	1:00	5:00		
14-TUE	7:40	12:00	1:00	5:00		
15-WED	8:00	12:00	1:00	5:00		
16-THU						Typhoon
17-FRI						Typhoon
18-SAT						Off
19-SUN						Off
20-MON	8:00	12:00	1:00	5:00		
21-TUE	8:00	12:00	1:00	5:00		
22-WED	8:00	12:00	1:00	5:00		
23-THU	8:00	12:00	1:00	5:00		
24-FRI	8:00	12:00	1:00	5:00		
25-SAT						Off
26-SUN						Off
27-MON	8:00	12:00	1:00	5:00		
28-TUE	8:00	12:00	1:00	5:00		
29-WED	7:55	12:00	1:00	5:00		
30-THU	RIZAL DAY					
31-FRI	8:00	12:00	1:00	5:00		

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.


REYNALDO N. GLORIA

VERIFIED as to prescribed office hours


ANATOLIO N. POLINAR
Department Head
Department of Forest Science