

DAILY TIME RECORD**CAGASAN, ULYSSES A.**

(NAME)

For the month of


April 1 - 30, 2022

Official hours for arrival and departure

8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-FRI	8:00	12:00	1:00	5:00		Absent
2-SAT						Off
3-SUN						Off
4-MON	8:00	12:00	1:00	5:00		Absent
5-TUE	8:00	12:00	1:00	5:00		Absent
6-WED	8:00	12:00	1:00	5:00		Absent
7-THU	8:00	12:00	1:00	5:00		Absent
8-FRI	8:00	12:00	1:00	5:00		Absent
9-SAT						Off
10-SUN						Off
11-MON						SUSPENDED 8:00 am 5:00 pm
12-TUE						SUSPENDED 8:00 am 5:00 pm
13-WED						SUSPENDED 8:00 am 5:00 pm
14-THU						Holiday
15-FRI						Holiday
16-SAT						Off
17-SUN						Off
18-MON	8:00	12:00	1:00	5:00		Absent
19-TUE	8:00	12:00	1:00	5:00		Absent
20-WED	8:00	12:00	1:00	5:00		Absent
21-THU	8:00	12:00	1:00	5:00		Absent
22-FRI	8:00	12:00	1:00	5:00		Absent
23-SAT						Off
24-SUN						Off
25-MON	8:00	12:00	1:00	5:00		Absent
26-TUE	8:00	12:00	1:00	5:00		Absent
27-WED	8:00	12:00	1:00	5:00		Absent
28-THU	8:00	12:00	1:00	5:00		Absent
29-FRI	8:00	12:00	1:00	5:00		Absent
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.



ULYSSES A. CAGASAN

VERIFIED as to prescribed office hours



DIONESIO M. BAÑOC

Department Head
Department of Agronomy