

**DAILY TIME RECORD****SERIÑO, EUNICE KENEE L.**

(NAME)

For the month of

August 1 - 31, 2021

Official hours for arrival and departure

8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SUN	NA					Off
2-MON	8:10	12:20	1:35	5:30		Absent
3-TUE	8:32	12:05	1:20	5:10		Absent
4-WED	8:30	12:10	12:55	5:17		Absent
5-THU	8:35	12:10	1:25	5:35		Absent
6-FRI	8:40	12:35	1:30	5:10		Absent
7-SAT	NA					Off
8-SUN	NA					Off
9-MON	8:50	12:50	1:00	5:15		Absent
10-TUE	8:45	12:30	1:30	5:10		Absent
11-WED	8:28	12:20	1:28	5:25		Absent
12-THU	8:35	12:20	1:20	5:35		Absent
13-FRI	8:35	12:10	1:08	5:30		Absent
14-SAT	NA					Off
15-SUN	NA					Off
16-MON	9:00	12:35	1:20	5:40		Absent
17-TUE	9:00	12:15	12:55	5:56		Absent
18-WED	9:00	12:20	1:30	5:20		Absent
19-THU	8:50	12:45	1:00	5:40		Absent
20-FRI	8:58	12:20	1:05	5:15		Absent
21-SAT	NA					Off
22-SUN	NA					Off
23-MON						Absent
24-TUE						Absent
25-WED	{(WFH)/ HOME					Absent
26-THU	{(WFH)/ QUARANTINE					Absent
27-FRI						Absent
28-SAT	NA					Off
29-SUN	NA					Off
30-MON	{(WFH)/ HOME (HOLIDAY)					Absent
31-TUE	{(WFH)/ QUARANTINE					Absent

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.

*Eunice Kenée L. Serino*  
**EUNICE KENEE L. SERIÑO**

VERIFIED as to prescribed office hours

*Analyn M. Mazo*  
**ANALYN M. MAZO**

Department Head  
 Department of Biological Sciences

Philippine

Leyte

**ALTH OFFICE**

Aybay City, Leyte

o1@gmail.com

**TION OF QUARANTINE**

ERNEE 34 years of age, resident of  
 and the 6 days Mandatory Quarantine  
21 without manifesting symptoms as  
 and monitored by the Visayas State  
 Emergency and Rescue). He/she is

Noted by:

*Norberto P. Oja*  
**NORBERTO P. OJA, MD, MHA**

City Health Officer II