

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

(NAME)

For the month of

February 1 - 29, 2024

Official hours for arrival and departure

8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-THU	7:40	12:07	12:13	5:03		8hrs
2-FRI						FL
3-SAT						Off
4-SUN						Off
5-MON	8:00	12:05	12:18	5:53		8hrs
6-TUE	7:57	12:00	12:04	5:13		8hrs
7-WED	7:05	12:08	12:35	5:00		8hrs
8-THU	7:35	12:00	12:03	5:00		8hrs
9-FRI						Holiday
10-SAT						Off
11-SUN						Off
12-MON	7:25	12:03	12:08	5:04		8hrs
13-TUE	7:25	12:01	12:07	5:15		8hrs
14-WED	6:55	12:51	1:00	5:00		8hrs
15-THU	7:29	12:03	12:08	5:00		8hrs
16-FRI	7:48	12:00	12:06	5:13		8hrs
17-SAT						Off
18-SUN						Off
19-MON	1:00	12:00	7:41	5:17		8hrs
20-TUE	7:51	12:03	12:06	5:14		8hrs
21-WED	6:51	12:19	12:51	5:00		8hrs
22-THU						OB
23-FRI	7:42	12:27	12:30	5:49		8hrs
24-SAT						Off
25-SUN						Off
26-MON	7:51	12:00	12:07	5:06		8hrs
27-TUE	7:56	12:00	12:02	5:34		8hrs
28-WED	6:54	12:44	12:57	5:01		8hrs
29-THU	7:59	12:51	1:03	5:00	3mins	7hrs 57mins

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