

DAILY TIME RECORD**LUSANTA, DHENBER C.**

(NAME)

For the month of
November 1 - 30, 2022
 Official hours for arrival and departure
8:00AM - 5:00PM

| Day | AM | | PM | | T/U | Total |
|--------|------|-------|-------|------|-------|--------------------------------------|
| | IN | OUT | IN | OUT | | |
| 1-TUE | | | | | | Holiday |
| 2-WED | 8:22 | 12:01 | 12:12 | 5:03 | | 8hrs |
| 3-THU | 7:25 | 12:03 | 12:22 | 5:15 | | 8hrs |
| 4-FRI | 7:43 | 12:02 | 12:41 | 5:18 | | 8hrs |
| 5-SAT | | | | | | Off |
| 6-SUN | | | | | | Off |
| 7-MON | 7:15 | 12:01 | 12:49 | 5:08 | | 8hrs |
| 8-TUE | 7:10 | 12:01 | 12:03 | 5:09 | | 8hrs |
| 9-WED | 7:28 | 12:07 | 12:31 | 6:14 | | 8hrs |
| 10-THU | 7:27 | 12:26 | 12:32 | 6:08 | | 8hrs |
| 11-FRI | 7:14 | 12:28 | 12:32 | 5:01 | | 8hrs |
| 12-SAT | | | | | | Off |
| 13-SUN | | | | | | Off |
| 14-MON | 7:00 | 12:07 | 12:18 | 5:16 | | 8hrs |
| 15-TUE | 7:25 | 12:18 | 12:22 | 5:11 | | 8hrs |
| 16-WED | 7:18 | 12:10 | 12:21 | 6:14 | | 8hrs |
| 17-THU | 6:52 | 12:06 | 1:04 | 5:27 | 4mins | 7hrs 56mins |
| 18-FRI | 7:32 | 12:35 | 1:00 | 7:00 | | 8hrs SUSPENDED 1:00 pm 7:00 pm |
| 19-SAT | | | | | | Off |
| 20-SUN | | | | | | Off |
| 21-MON | 7:41 | 12:38 | 12:18 | 5:29 | | 8hrs |
| 22-TUE | 7:22 | 12:02 | 12:08 | 5:15 | | 8hrs |
| 23-WED | 7:14 | 12:40 | 1:04 | 5:00 | 4mins | 7hrs 56mins |
| 24-THU | | | | | | OB |
| 25-FRI | | | | | | OB |
| 26-SAT | | | | | | Off |
| 27-SUN | | | | | | Off |
| 28-MON | 7:07 | 12:02 | 12:10 | 5:12 | | 8hrs |
| 29-TUE | 7:09 | 12:05 | 12:15 | 5:44 | | 8hrs |
| 30-WED | | | | | | Holiday |

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.

DHENBER C. LUSANTA

VERIFIED as to prescribed office hours

MARIA JULIET C. CENIZA

Vice President

Office of the Vice President for Research, Extension and Innovation

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