

VISAYAS STATE UNIVERSITY
BAYBAY CITY, LEYTE

DAILY TIME RECORD

JERREL ANN L. LAGITAO

Name

For the month of

APRIL 2022

DAY	A.M.		P.M.		Undertime	
	IN	OUT	IN	OUT	Hours	Min
1	7:49	1:01	1:01	5:04		
2	SATURDAY					
3	SUNDAY					
4	7:49	12:38	12:39	5:13		
5	7:52	12:23	12:25	5:22		
6	7:52	12:14	12:25	5:07		
7	7:55	12:15	12:18	5:09		
8	7:27	12:12	12:19	5:28		
9	SATURDAY					
10	SUNDAY					
11	} SUSPENDED WORK DUE TO TYPHOON ABATON					
12						
13						
14	HOLIDAY					
15	HOLIDAY					
16	SATURDAY					
17	SUNDAY					
18	} CALAMITY LEAVE					
19						
20						
21						
22						
23	SATURDAY					
24	SUNDAY					
25	7:54	12:11	12:19	5:30		
26	7:44	12:57	12:57	5:23		
27	7:41	12:30	12:37	5:16		
28	7:47	12:10	12:17	5:17		
29	7:55	12:18	12:25	5:43		
30	SATURDAY					
31						

I CERTIFY on my honor that the above is a true and correct report to the hours of work performed and departure from office.

JERREL ANN L. LAGITAO

Verified to the prescribed office hours.

JEDI JOY B. MAHILUM
Supervisor

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