

**DAILY TIME RECORD**  
**LABISORES, ROTSSEN B.**  
(NAME)

For the month of  
December 1 - 31, 2021  
Official hours for arrival and departure  
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED	8:00	12:00	1:00	5:00		Absent
2-THU	8:00	12:00	1:00	5:00		Absent
3-FRI	8:20	12:00	1:00	5:00		Absent
4-SAT						Off
5-SUN						Off
6-MON	8:00	12:00	1:00	5:00		Absent
7-TUE	8:10	12:00	1:00	5:00		Absent
8-WED	H O	L I D	A Y			Absent
9-THU	8:20	12:00	1:00	5:00		Absent
10-FRI	8:15	12:00	1:00	5:00		Absent
11-SAT						Off
12-SUN						Off
13-MON	8:20	12:00	1:00	5:00		Absent
14-TUE	8:15	12:00	1:00	5:00		Absent
15-WED	8:22	12:00	WORK	SUSPENSION		Absent
16-THU	WORK	SUSPENSION				Absent
17-FRI	WORK	SUSPENSION				Absent
18-SAT						Off
19-SUN						Off
20-MON	8:12	12:00	1:00	5:00		Absent
21-TUE	L E	A V E				Absent
22-WED	L E	A V E				Absent
23-THU	L E	A V E				Absent
24-FRI	L E	A V E				Absent
25-SAT						Off
26-SUN						Off
27-MON	TEACHER'S	LEAVE				Absent
28-TUE	TEACHER'S	LEAVE				Absent
29-WED	TEACHER'S	LEAVE				Absent
30-THU	TEACHER'S	LEAVE				Absent
31-FRI	TEACHER'S	LEAVE				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.

**ROTSSEN B. LABISORES**

**DANIEL C. LOR**  
Department Head  
Department of Meteorology

VERIFIED as to prescribed office hours

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