



VISAYAS
STATE UNIVERSITY

VISCA, BAYBAY CITY,
LEYTE 6521-A, PHIL

Daily Time Record

PERCY MAGUCHU

NAME

For

May 1-31, 2024

DAYS	REGULAR TIME				OVERTIME				SIG.
	A.M.		P.M.		REGULAR		SUN/HOL.		
	IN	OUT	IN	OUT	HRS	MIN	HRS	MIN	
1	Hol								
2	08:00	12:00	13:00	15:00					
3	08:00	12:00							
4	SAT								
5	SUN								
6	08:00	12:00	13:00	14:00					
7	10:00	12:00							
8			13:00	17:00					
9	08:00	10:00	13:00	14:00					
10			13:00	17:00					
11	SAT								
12	SUN								
13	08:00	12:00	13:00	15:00					
14			13:00	17:00					
15	10:00	12:00	13:00	15:00					
16	10:00	12:00	13:00	15:00					
17			13:00	15:00					
18	SAT								
19	SUN								
20	08:00	12:00	13:00	15:00					
21	10:00	12:00							
22			13:00	15:00					
23	08:00	12:00	13:00	14:00					
24			13:00	16:00					
25	SAT								
26	SUN								
27	10:00	12:00	13:00	15:00					
28	10:00	12:00							
29			13:00	15:00					
30	08:00	10:00							
31			13:00	17:00					80 hrs

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily of the time of arrival at and departure from office.

TEOFANES A. PATINDOL
IN-CHARGE



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28	10:00	12:00							
29			13:00	15:00					
30	08:00	10:00							
31			13:00	17:00					80 1/2

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TEOFANES A. PATINDOL
IN-CHARGE