

DAILY TIME RECORD

Donna Christene Q. Ramos
(Name)

For the Month of November 2021

Official hours for arrival: Regular Day _____
and departure Saturdays _____

Day	A.M.		P.M.		Undertime	
	Arrival	Depar	Arrival	Depar	Hour	Min
1.	Holiday					
2.	WFH					
3.	8:00	12:10	12:50	5:10		
4.	7:50	12:30	12:56	5:25		
5.	7:50	12:05	12:50	5:30		
6.	Saturday					
7.	Sunday					
8.	8:00	1:00	1:00	6:00		
9.	7:55	1:00	1:00	5:20		
10.	8:00	12:05	12:50	5:45		
11.	7:50	12:10	12:58	5:30		
12.	7:55	12:10	12:55	5:30		
13.	Saturday					
14.	Sunday					
15.	7:45	1:00	1:00	5:35		
16.	7:45	1:00	1:00	5:45		
17.	7:55	12:20	1:00	5:10		
18.	8:00	12:30	12:55	5:15		
19.	7:50	12:10	12:55	5:30		
20.	Saturday					
21.	Sunday					
22.	7:55	1:00	1:00	6:00		
23.	7:55	1:00	1:00	5:05		
24.	8:00	12:10	12:55	5:18		
25.	8:00	12:10	12:55	5:25		
26.	7:50	12:05	1:00	5:45		
27.	Saturday					
28.	Sunday					
29.	7:50	1:00	1:00	5:30		
30.	Holiday					
31.						

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

Donna Christene Q. Ramos

Verified to the prescribed office hours.

KYZA MAE M. RAMONEDA

OIC-Head, Biotechnology



DEPARTMENT OF BIOTECHNOLOGY

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MENT REPORT

02, 2021

overed)

CHRISTENE Q. RAMOS was approved on a
overed and that I accomplished and delivered
/:

mplished and itted	Equivalent Points
line class	0.33 x 3 hrs = 0.99 1 x 1 hr = 1
line class	0.33 x 3 hrs = 0.99 1 x 1 hr = 1
n	3 x 3 hrs = 9
LIVERED	12.98

lo. of days x 8 hrs) = 8

'delivered = 12.98

(0)

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proved:

Theresa P. Loreto
an, College of Arts and Sciences