

DAILY TIME RECORD**LOR, DANIEL C.**

(NAME)

For the month of
November 1 - 30, 2021Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON	Holiday (All Saint's Day)					Absent
2-TUE	08:00	12:00	01:00	07:14		Absent
3-WED	08:00	12:00	01:00	08:31		Absent
4-THU	07:50	12:00	01:00	08:22		Absent
5-FRI	07:55	12:00	01:00	08:25		Absent
6-SAT						Off
7-SUN						Off
8-MON	Holiday (Leyte Landing)					Absent
9-TUE	08:00	12:00	01:00	08:40		Absent
10-WED	09:15	12:00	01:00	07:05		Absent
11-THU	09:04	12:00	01:00	07:32		Absent
12-FRI	08:11	12:00	01:00	08:13		Absent
13-SAT						Off
14-SUN						Off
15-MON	08:00	12:00	01:00	08:57		Absent
16-TUE	08:15	12:00	01:00	08:31		Absent
17-WED	08:11	12:00	01:00	08:04		Absent
18-THU	08:35	12:00	01:00	06:55		Absent
19-FRI	08:13	12:00	01:00	07:22		Absent
20-SAT						Off
21-SUN						Off
22-MON						Absent (CDO)
23-TUE						Absent (CDO)
24-WED						Absent (CDO)
25-THU						Absent (CDO)
26-FRI						Absent (CDO)
27-SAT						Off
28-SUN						Off
29-MON						Absent (SLP)
30-TUE						Absent (Bonifacio Day)

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.

DANIEL C. LOR

VERIFIED as to prescribed office hours

JANNET C. BENCURECollege Dean
Department of Geodetic Engineering

Date Generated: Nov/30/2021 12:47:42

DAILY TIME RECORD**ABAMO, LORNA B.**

(NAME)

For the month of
November 1 - 30, 2021Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON						Absent
2-TUE	7:55	12:00	12:55	5:05		Absent
3-WED	8:00	12:10	1:00	5:10		Absent
4-THU] Leave					Absent
5-FRI						Absent
6-SAT						Off
7-SUN						Off
8-MON	HOLIDAY					Absent
9-TUE	7:55	12:15	12:55	5:10		Absent
10-WED	8:00	12:10	12:55	5:10		Absent
11-THU	7:55	12:00	1:00	5:10		Absent
12-FRI	7:55	12:00	12:55	5:10		Absent
13-SAT						Off
14-SUN						Off
15-MON	7:55	12:10	12:55	5:10		Absent
16-TUE	7:55	12:10	12:55	5:00		Absent
17-WED	8:00	12:00	1:00	5:10		Absent
18-THU	8:00	12:10	12:55	5:10		Absent
19-FRI	7:55	12:15	1:00	5:10		Absent
20-SAT						Off
21-SUN						Off
22-MON	8:00	12:00	12:55	5:10		Absent
23-TUE	7:55	12:10	1:00	5:10		Absent
24-WED	8:10	12:10	1:00	5:10		Absent
25-THU						Absent
26-FRI] Leave					Absent
27-SAT						Off
28-SUN						Off
29-MON	8:00	12:00	1:00	5:10		Absent
30-TUE	HOLIDAY					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.

LORNA B. ABAMO

VERIFIED as to prescribed office hours

DANIEL C. LORDepartment Head
Department of Meteorology

ate Generated: Dec/02/2021 03:09:38

Daily Time Record (DTR)Name RAYMOND JESS G. GOLIATFor the month of NOVEMBER 1-30, 2021
Official hours of arrival and departure: } Regular days _____
Saturdays _____

D A Y	A. M.		P. M.		Overtime	
	Arrival	Departure	Arrival	Departure	Hrs.	Mins.
1	HOLIDAY					
2	7:00	12:00	1:00	5:00		
3	7:00	12:00	1:00	5:00		
4	7:00	12:00	1:00	5:00		
5	7:00	12:00	1:00	5:00		
6	SATURDAY					
7	SUNDAY					
8	7:00	12:00	1:00	5:00		
9	7:00	12:00	1:00	5:00		
10	7:00	12:00	1:00	5:00		
11	7:00	12:00	1:00	5:00		
12	7:00	12:00	1:00	5:00		
13	SATURDAY					
14	SUNDAY					
15	7:00	12:00	1:00	5:00		
16	7:00	12:00	1:00	5:00		
17	7:00	12:00	1:00	5:00		
18	7:00	12:00	1:00	5:00		
19	7:00	12:00	1:00	5:00		
20	SATURDAY					
21	SUNDAY					
22	7:00	12:00	1:00	5:00		
23	7:00	12:00	1:00	5:00		
24	7:00	12:00	1:00	5:00		
25	7:00	12:00	1:00	5:00		
26	7:00	12:00	1:00	5:00		
27	SATURDAY					
28	SUNDAY					
29	7:00	12:00	1:00	5:00		
30	HOLIDAY					
TOTAL						

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 and departure from office.

RAYMOND JESS G. GOLIAT

Verified as to the prescribed office hours.

DANIEL C. LOR

Head

DAILY TIME RECORD
TORRION, CHARLINDO S.

(NAME)

 For the month of
November 1 - 30, 2021
 Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON	HOLIDAY					Absent
2-TUE	8:00	12:00	1:00	5:00		Absent
3-WED	8:00	12:00	1:00	5:00		Absent
4-THU	8:00	12:00	1:00	5:00		Absent
5-FRI	8:00	12:00	1:00	5:00		Absent
6-SAT						Off
7-SUN						Off
8-MON	8:00	12:00	1:00	5:00		Absent
9-TUE	8:00	12:00	1:00	5:00		Absent
10-WED	8:00	12:00	1:00	5:00		Absent
11-THU	ON	LEAVE				Absent
12-FRI	8:00	12:00	1:00	5:00		Absent
13-SAT						Off
14-SUN						Off
15-MON	8:00	12:00	1:00	5:00		Absent
16-TUE	8:00	12:00	1:00	5:00		Absent
17-WED	8:00	12:00	1:00	5:00		Absent
18-THU	8:00	12:00	1:00	5:00		Absent
19-FRI	8:00	12:00	1:00	5:00		Absent
20-SAT						Off
21-SUN						Off
22-MON	8:00	12:00	1:00	5:00		Absent
23-TUE	8:00	12:00	1:00	5:00		Absent
24-WED	8:00	12:00	1:00	5:00		Absent
25-THU	8:00	12:00	1:00	5:00		Absent
26-FRI	8:00	12:00	1:00	5:00		Absent
27-SAT						Off
28-SUN						Off
29-MON	8:00	12:00	1:00	5:00		Absent
30-TUE	HOLIDAY					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.

CHARLINDO S. TORRION

VERIFIED as to prescribed office hours

DANIEL C. LOR
 Department Head
 Department of Meteorology



VISAYAS
STATE UNIVERSITY

**OFFICE OF THE HEAD OF
RECRUITMENT, SELECTION,
PLACEMENT AND PERSONNEL
RECORDS**

Visca Baybay City, Leyte 6521-A, Philippines
Phone/Fax: 565-0600 local 563-7323
Email Address: hrdp@vsu.edu.ph
Website: www.vsu.edu.ph

DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: Evelyn A. Albia
Department: Meteorology

For the Month of: November
Year: 2021

Day	AM						PM						Daily Total (hours)
	AR R	DEP	AR R	DEP R	AR R	DEP R	AR R	DEP R	AR R	DEP R	AR R	DEP R	
1													
2	07:00	08:30	08:30	10:00									3hrs
3	07:00	08:30	08:30	10:00	10:00	11:30							4.5hrs
4	07:00	08:30	08:30	10:00									3hrs
5	07:00	10:00					01:00	04:00					6hrs
6													
7													
8	07:00	08:30	08:30	10:00	10:00	11:30	01:00	04:00					7.5hrs
9	07:00	08:30	08:30	10:00									3hrs
10	07:00	08:30	08:30	10:00	10:00	11:30							4.5hrs
11	07:00	08:30	08:30	10:00									3hrs
12	07:00	10:00					01:00	04:00					6hrs
13													
14													
15	07:00	08:30	08:30	10:00	10:00	11:30	01:00	04:00					7.5hrs
16	07:00	08:30	08:30	10:00									3hrs
17	07:00	08:30	08:30	10:00	10:00	11:30							4.5hrs
18	07:00	08:30	08:30	10:00									3hrs
19	07:00	10:00					01:00	04:00					6hrs
20													
21													
22	07:00	08:30	08:30	10:00	10:00	11:30	01:00	04:00					7.5hrs
23	07:00	08:30	08:30	10:00									3hrs
24	07:00	08:30	08:30	10:00	10:00	11:30							4.5hrs
25	07:00	08:30	08:30	10:00									3hrs
26	07:00	10:00					01:00	04:00					6hrs
27													
28													
29	07:00	08:30	08:30	10:00	10:00	11:30	01:00	04:00					7.5hrs
30													
31													
GRAND TOTAL												96hrs	

I HEREBY CERTIFY on my honor that the above record is a true and correct report on the hours of work performed made daily at the time of arrival(s) and departure(s).

Evelyn A. Albia
EVELYN A. ALBIA

Signature of Part-time Instructor

Daniel C. Lor
DANIEL C. LOR

Printed Name and Signature of Dept. Head

Vision:
Mission:

A globally competitive university for science, technology, and environmental conservation.
Development of a highly competitive human resource, cutting-edge scientific knowledge
and innovative technologies for sustainable communities and environment.