

# **DAILY TIME RECORD** **FLORENDO, ALFREDO D. JR.** (NAME)

For the month of

May 1 - 31, 2022

Official hours for arrival and departure

8:00AM - 5:00PM

Day
1-FRI
2-SAT
3-SUN
4-MON
5-TUE
6-WED
7-THU
8-FRI
9-SAT
10-SUN
11-MON
12-TUE
13-WED
14-THU
15-FRI
16-SAT
17-SUN
18-MON
19-TUE
20-WED
21-THU
22-FRI
23-SAT
24-SUN
25-MON
26-TUE
27-WED
28-THU
29-FRI
30-SAT

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SUN						Off
2-MON	4:10	12:10	1:00	5:00		Absent
3-TUE						Holiday
4-WED	4:21	12:10	1:03	5:10	4hrs 3mins	3hrs 57mins
5-THU	4:31	12:10	1:07	5:11	4hrs 7mins	3hrs 53mins
6-FRI	4:32	12:10	1:08	5:09	4hrs 8mins	3hrs 52mins
7-SAT						Off
8-SUN						Off
9-MON						Holiday
10-TUE	4:29	12:10	1:00	5:00	8hrs	
11-WED	4:26	12:10	1:06	5:16	4hrs 6mins	3hrs 54mins
12-THU	4:58	12:57	1:02	5:18	2mins	7hrs 58mins
13-FRI	4:58	12:10	1:00	5:25	8hrs	
14-SAT						Off
15-SUN						Off
16-MON	4:30	11:02	1:04	6:13	1hr 2mins	6hrs 58mins
17-TUE	4:36	11:10	1:09	5:39	59mins	7hrs 1min
18-WED	Force leave					Absent
19-THU	4:30	12:10	1:00	5:32	8hrs	
20-FRI	5:10	12:10	1:00	5:00		Absent
21-SAT						Off
22-SUN						Off
23-MON	4:32	11:52	1:06	5:18	14mins	7hrs 46mins
24-TUE	4:17	12:10	1:01	5:06	4hrs 1min	3hrs 59mins
25-WED	4:31	11:56	1:07	5:13	11mins	7hrs 49mins
26-THU	4:34	11:55	1:06	5:24	11mins	7hrs 49mins
27-FRI	4:31	11:49	1:26	5:09	37mins	7hrs 23mins
28-SAT						Off
29-SUN						Off
30-MON	4:30	11:57	1:08	5:10	11mins	7hrs 49mins
31-TUE	4:25	11:59	1:07	5:09	8mins	7hrs 52mins

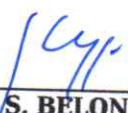
I CERTIFY  
performed  
office.

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.

  
**ALFREDO D. FLORENDO JR.**

VERIFIED

VERIFIED as to prescribed office hours

  
**BEATRIZ S. BELONIAS**

Vice President  
Office of the Vice President for Academic Affairs

Date Generated: Jun/01/2022 08:59:06