

DAILY TIME RECORD

BENITEZ, CECILIO M.

(NAME)

For the month of


January 1 - 31, 2022

Official hours for arrival and departure


8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SAT						Off
2-SUN						Off
3-MON	8:00	12:00	12:35	5:00		
4-TUE	8:00	12:00	12:40	5:00		
5-WED	8:00	12:08	12:36	5:01		
6-THU	8:00	12:00	12:41	5:03		
7-FRI	7:57	12:11	12:40	5:00		
8-SAT						Off
9-SUN						Off
10-MON	8:00	12:00	12:53	5:00		
11-TUE	8:00	12:04	12:37	5:00		
12-WED	SPECIAL EMERGENCY LEAVE					
13-THU						
14-FRI	8:00	12:00	12:50	5:03		
15-SAT						Off
16-SUN						Off
17-MON	SPECIAL EMERGENCY LEAVE					
18-TUE	SICK LEAVE					
19-WED	7:57	12:02	12:22	5:02		
20-THU	8:00	12:01	12:34	5:01		
21-FRI	8:00	12:03	12:49	5:00		
22-SAT						Off
23-SUN						Off
24-MON	8:00	12:17	12:44	5:00		
25-TUE	7:58	12:00	12:40	5:00		
26-WED	8:00	12:06	12:42	5:05		
27-THU	8:00	12:01	12:46	5:01		
28-FRI	8:00	12:08	12:35	5:16		
29-SAT						Off
30-SUN						Off
31-MON	8:00	12:01	12:43	5:12		

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.


 CECILIO M. BENITEZ

VERIFIED as to prescribed office hours


 ELIZA D. ESPINOSA

Department Head
Institute of Tropical Ecology & Envi. Mgmt.