

DAILY TIME RECORD **CAGANDE, JEFFREY LLOYD L.** (NAME)

For the month of
December 1 - 31, 2021
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED	SICK LEAVE					Absent
2-THU	SICK LEAVE					Absent
3-FRI	SICK LEAVE					Absent
4-SAT						Off
5-SUN						Off
6-MON	7:50	12:05	12:50	5:10		Absent
7-TUE	8:00	12:10	12:55	5:00		Absent
8-WED	HOLIDAY					Absent
9-THU	7:55	12:00	12:50	5:05		Absent
10-FRI	7:50	12:10	12:50	5:10		Absent
11-SAT						Off
12-SUN						Off
13-MON	7:58	12:00	12:55	5:10		Absent
14-TUE	8:00	12:10	12:50	5:10		Absent
15-WED	8:00	12:10	1:00	5:15		Absent
16-THU	SUSPENSION DUE TO					Absent
17-FRI	TYPHOON ODETTE					Absent
18-SAT						Off
19-SUN						Off
20-MON	7:45	12:00	12:55	5:00		Absent
21-TUE	7:55	12:10	12:50	5:05		Absent
22-WED	7:50	12:05	12:40	5:00		Absent
23-THU	CALAMITY LEAVE					Absent
24-FRI	8:00	12:10	—	—		Absent
25-SAT						Off
26-SUN						Off
27-MON	8:00	12:05	12:50	5:00		Absent
28-TUE	7:50	12:20	12:55	5:10		Absent
29-WED	CALAMITY LEAVE					Absent
30-THU	HOLIDAY					Absent
31-FRI	CALAMITY LEAVE					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.


JEFFREY LLOYD L. CAGANDE

VERIFIED as to prescribed office hours


REV RHIZZA L. AURE

Department Head
Department of Physics