

DAILY TIME RECORD**ALKUINO, PEDRO O.**

(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	6:15	10:06	1:06	5:45		Absent
2-THU	6:16	10:06	1:08	5:30		Absent
3-FRI	6:20	10:08	12:56	5:42		Absent
4-SAT		Sum	Day			Off
5-SUN		Sum	Day			Off
6-MON	6:20	10:06	12:58	5:36		Absent
7-TUE	6:18	10:06	1:00	5:46		Absent
8-WED	H	O L	I D	A Y		Absent
9-THU	6:48	10:38	1:03	5:32		Absent
10-FRI	6:49	10:06	1:06	5:35		Absent
11-SAT		Sum	Day			Off
12-SUN		Sum	Day			Off
13-MON	6:20	10:06	1:06	5:25		Absent
14-TUE	6:22	10:08	1:20	5:25		Absent
15-WED	6:18	10:06	1:22	Pyhon		Absent
16-THU	Pyhon	odett				Absent
17-FRI		ON L E A	V E			Absent
18-SAT		Sum	Day			Off
19-SUN		Sum	Day			Off
20-MON						Absent
21-TUE						Absent
22-WED		Vacation Leave				Absent
23-THU						Absent
24-FRI						Absent
25-SAT		Sum	Day			Off
26-SUN		Sum	Day			Off
27-MON						Absent
28-TUE		Sick Leave				Absent
29-WED						Absent
30-THU	H	O L	I	D A Y		Absent
31-FRI		ON L E A	V E			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.


PEDRO O. ALKUINO

VERIFIED as to prescribed office hours


MANOLO B. LORETO JR.
 Department Head
 University Student Services Office

DAILY TIME RECORD**ALKUINO, PEDRO O.**

(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	6:15	10:06	1:06	5:45		Absent	
2-THU	6:16	10:06	1:06	5:30		Absent	
3-FRI	6:20	10:08	12:56	5:42		Absent	
4-SAT		Sum	Day			Off	
5-SUN		Sum	Day			Off	
6-MON	6:20	10:06	12:58	5:36		Absent	
7-TUE	6:18	10:06	1:00	5:46		Absent	
8-WED	H	O	L	I	D	A	Y
9-THU	6:48	10:38	1:03	5:32		Absent	
10-FRI	6:49	10:06	1:06	5:35		Absent	
11-SAT		Sum	Day			Off	
12-SUN		Sum	Day			Off	
13-MON	6:20	10:06	1:06	5:25		Absent	
14-TUE	6:22	10:08	1:20	5:25		Absent	
15-WED	6:18	10:06	1:22	Pyhon		Absent	
16-THU	Pyhon	odett				Absent	
17-FRI	ON	L	E	A	V	E	
18-SAT		Sum	Day			Off	
19-SUN		Sum	Day			Off	
20-MON						Absent	
21-TUE						Absent	
22-WED						Absent	
23-THU						Absent	
24-FRI						Absent	
25-SAT		Sum	Day			Off	
26-SUN		Sum	Day			Off	
27-MON						Absent	
28-TUE						Absent	
29-WED						Absent	
30-THU	H	O	L	I	D	A	Y
31-FRI						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.


PEDRO O. ALKUINO

VERIFIED as to prescribed office hours


MANOLO B. LORETO JR.
 Department Head
 University Student Services Office

DAILY TIME RECORD **TAUY, CHRISTIE CYRENE T.** (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	8:14	12:08	12:50	5:45		Absent
2-THU	7:58	12:03	1:00	5:00		Absent
3-FRI	7:58	12:02	12:52	5:00		Absent
4-SAT						Off
5-SUN						Off
6-MON	7:48	12:10	1:00	5:30		Absent
7-TUE	8:05	12:11	1:05	4:15		Absent
8-WED						Absent
9-THU	8:10	12:15	12:50	5:00		Absent
10-FRI	8:28	12:10	12:50	5:35		Absent
11-SAT						Off
12-SUN						Off
13-MON	7:57	12:07	12:50	5:00		Absent
14-TUE	7:59	12:00	12:52	5:03		Absent
15-WED	8:18	12:30	TYPHOON ODETTIE			Absent
16-THU	} TYPHOON ODETTIE					Absent
17-FRI						Absent
18-SAT						Off
19-SUN						Off
20-MON	7:57	12:03	Absent			Absent
21-TUE	8:00	12:00	12:55	5:05		Absent
22-WED	7:57	12:00	1:00	5:00		Absent
23-THU	8:25	12:00	12:50	5:08		Absent
24-FRI	CTO					Absent
25-SAT						Off
26-SUN						Off
27-MON	} CTO					Absent
28-TUE						Absent
29-WED						Absent
30-THU						Absent
31-FRI	SICK 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.


CHRISTIE CYRENE T. TAUY

VERIFIED as to prescribed office hours


MANOLO B. LORETO JR.

Department Head
 University Student Services Office

DAILY TIME RECORD **TAUY, CHRISTIE CYRENE T.** (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	8:14	12:08	12:50	5:45		Absent
2-THU	7:58	12:03	1:00	5:00		Absent
3-FRI	7:58	12:02	12:52	5:00		Absent
4-SAT						Off
5-SUN						Off
6-MON	7:48	12:10	1:00	5:30		Absent
7-TUE	8:05	12:11	1:05	4:15		Absent
8-WED						Absent
9-THU	8:10	12:15	12:50	5:00		Absent
10-FRI	8:28	12:10	12:50	5:35		Absent
11-SAT						Off
12-SUN						Off
13-MON	7:57	12:07	12:50	5:00		Absent
14-TUE	7:59	12:00	12:52	5:03		Absent
15-WED	8:18	12:30	TYPHOON ODETTIE			Absent
16-THU	} TYPHOON ODETTIE					Absent
17-FRI						Absent
18-SAT						Off
19-SUN						Off
20-MON	7:57	12:03	Absent			Absent
21-TUE	8:00	12:00	12:55	5:05		Absent
22-WED	7:57	12:00	1:00	5:00		Absent
23-THU	8:25	12:00	12:50	5:08		Absent
24-FRI	CTO					Absent
25-SAT						Off
26-SUN						Off
27-MON	} CTO					Absent
28-TUE						Absent
29-WED						Absent
30-THU						Absent
31-FRI	SICK 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.


CHRISTIE CYRENE T. TAUY

VERIFIED as to prescribed office hours


MANOLO B. LORETO JR.

Department Head
 University Student Services Office

DAILY TIME RECORD**LUNA, MERIAM M.** (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		
-WED	7:56	12:08	12:55	5:40		
-THU	A B S E N T		12:20	5:10		
-FRI	7:58	12:06	12:55	5:35		
-SAT						Off
-SUN						Off
-MON	7:55	12:15	1:00	5:30		
-TUE	9:56	12:11	12:50	5:20		
-WED	H o l i d a y					
-THU	7:52	12:15	12:55	5:05		
0-FRI	8:20	12:10	1:00	5:10		
1-SAT						Off
2-SUN						Off
3-MON	8:15	12:07	12:56	5:15		
4-TUE	L E A V E (Vacation)					
5-WED			MC # 132			
6-THU	MC # 132					
7-FRI	MC # 133					
8-SAT						Off
9-SUN						Off
0-MON	8:20	7:59 12:07	1:00	5:01		
1-TUE	8:00	12:00	1:15	5:00		
2-WED	8:25	12:00	12:50	5:03		
3-THU	7:58	12:02	12:40	5:15		
4-FRI	Forced Leave					
5-SAT						Off
5-SUN						Off
7-MON	Forced Leave					
8-TUE	Forced Leave					
9-WED	Forced Leave					
0-THU	Holiday					
1-FRI	LEAVE (Sick)					

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.


MERIAM M. LUNA

VERIFIED as to prescribed office hours


MANOLO B. LORETO JR.
 Department Head
 University Student Services Office

DAILY TIME RECORD**LUNA, MERIAM M.** (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	7:56	12:08	12:55	5:40		
2-THU	ABSENT		12:20	5:10		
3-FRI	7:58	12:06	12:55	5:35		
4-SAT						Off
5-SUN						Off
6-MON	7:55	12:15	1:00	5:30		
7-TUE	9:56	12:11	12:50	5:20		
8-WED	Holiday					
9-THU	7:52	12:15	12:55	5:05		
10-FRI	8:20	12:10	1:00	5:10		
11-SAT						Off
12-SUN						Off
13-MON	8:15	12:07	12:56	5:15		
14-TUE	LEAVE (Vacation)					
15-WED			MC # 132			
16-THU	MC # 132					
17-FRI	MC # 133					
18-SAT						Off
19-SUN						Off
20-MON	8:20	12:07	1:00	5:01		
21-TUE	8:00	12:00	1:15	5:00		
22-WED	8:25	12:00	12:50	5:03		
23-THU	7:58	12:02	12:40	5:15		
24-FRI	Forced Leave					
25-SAT						Off
26-SUN						Off
27-MON	Forced Leave					
28-TUE	Forced Leave					
29-WED	Forced Leave					
30-THU	Holiday					
31-FRI	LEAVE (Sick)					

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.


MERIAM M. LUNA

VERIFIED as to prescribed office hours


MANOLO B. LORETO JR.
 Department Head
 University Student Services Office