

**DAILY TIME RECORD**  
**BORNIAS, EUTQUIO B.**  
 (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	6:00	11:15	1:24	5:37		Absent
3-WED	6:01	11:00	1:23	5:30		Absent
4-THU	6:02	11:08	1:25	5:32		Absent
5-FRI	6:04	11:10	1:27	5:35		Absent
6-SAT						Off
7-SUN						Off
8-MON	6:00	11:00	1:24	5:31		Absent
9-TUE	6:04	11:07	1:27	5:33		Absent
10-WED	6:00	11:05	1:28	5:35		Absent
11-THU	6:02	11:08	1:26	5:34		Absent
12-FRI	6:03	11:00	1:23	5:36		Absent
13-SAT						Off
14-SUN						Off
15-MON	6:00	11:10	1:24	5:31		Absent
16-TUE	6:01	11:07	1:27	5:30		Absent
17-WED	6:02	11:15	1:26	5:32		Absent
18-THU	6:00	11:00	1:23	5:24		Absent
19-FRI	6:04	11:10	1:25	5:30		Absent
20-SAT						Off
21-SUN						Off
22-MON	6:03	11:18	1:25	5:36		Absent
23-TUE	6:01	11:00	1:23	5:31		Absent
24-WED	6:02	11:09	1:24	5:34		Absent
25-THU	6:04	11:07	1:26	5:30		Absent
26-FRI	6:01	11:06	1:27	5:36		Absent
27-SAT						Off
28-SUN						Off
29-MON	6:00	11:00	1:24	5:35		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.

EUTQUIO B. BORNIAS

VERIFIED as to prescribed office hours

ANALYN M. MAZO

Department Head  
 Department of Biological Sciences

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8-MON	6:00	11:00	1:24	5:31		Absent
9-TUE	6:04	11:07	1:27	5:33		Absent
10-WED	6:00	11:05	1:28	5:35		Absent
11-THU	6:02	11:08	1:26	5:34		Absent
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# **DAILY TIME RECORD** **BORNIA, EUTQUIO B.** (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	6:00	11:00	1:23	5:34		Absent
2-THU	6:02	11:10	1:27	5:31		Absent
3-FRI	6:03	11:09	1:26	5:30		Absent
4-SAT						Off
5-SUN						Off
6-MON	6:00	11:00	1:23	5:38		Absent
7-TUE	6:01	11:15	1:24	5:35		Absent
8-WED	6:00	11:00	1:25	5:31		Absent
9-THU	6:04	11:10	1:26	5:30		Absent
10-FRI			LEAVE	SLP		Absent
11-SAT						Off
12-SUN						Off
13-MON			LEAVE	SLP		Absent
14-TUE	6:00	11:00	1:24	5:34		Absent
15-WED	6:02	11:15	1:23	5:36		Absent
16-THU	6:04	11:08	1:25	5:30		Absent
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21-TUE	6:02	11:00	1:25	5:32		Absent
22-WED						Absent
23-THU			LEAVE			Absent
24-FRI						Absent
25-SAT						Off
26-SUN						Off
27-MON						Absent
28-TUE			LEAVE			Absent
29-WED						Absent
30-THU			HOLIDAY			Absent
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