

## DAILY TIME RECORD

Name: FATIMA T. BALIÑA

For the month of January 2022

Official hour for (Regular days) \_\_\_\_\_

Arrival \_\_\_\_\_ Departure (Saturdays) \_\_\_\_\_

Day	A.M.		P.M.		Undertime	
	Arr	Dep	Arr	Dep	Hrs	Mins
1	<b>HOLIDAY</b>					
2	<b>SUNDAY</b>					
3	: 8:02	: 12:00	: 1:00	: 6:00		
4	: 7:23	: 12:00	: 1:00	: 5:45		
5	<b>Calamity Leave</b>					
6	: 8: 00	: 12:00	: 1:00	: 5:25		
7	<b>Official travel</b>					
8	<b>Saturday</b>					
9	<b>Sunday</b>					
10	<b>Calamity Leave</b>					
11	: 7:30	: 12:00	: 1:00	: 5: 50		
12	: 8:10	: 12:00	: 1:00	: 6: 05		
13	: 8:31	: 12:00	: 1:00	: 6: 15		
14	: 8:05	: 12:00	: 1:00	: 5: 55		
15	<b>Saturday</b>					
16	<b>Sunday</b>					
17	<b>Calamity Leave</b>					
18	<b>Work From Home</b>					
19	<b>Work From Home</b>					
20	: 8:30	: 12:00	: 1:00	: 6:15		
21	: 8:10	: 12:00	: 1:00	: 5:10		
22	<b>Saturday</b>					
23	<b>Sunday</b>					
24	: 7:40	: 12:00	: 1:00	: 5:30		
25	: 7:10	: 12:00	: 1:00	: 5:45		
26	: 7:30	: 12:00	: 1:00	: 5:16		
27	: 7:28	: 12:00	: 1:00	: 6:20		
28	: 7:10	: 12:00	: 1:00	: 6:15		
29	<b>Saturday</b>					
30	<b>Sunday</b>					
31	: 8:33	: 12:00	: 1:00	: 5:50		

**TOTALS** \_\_\_\_\_

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

F. T. Baliña

VERIFIED as to the prescribed office hours.

KAREN LUZ P. YAP  
In-Charge/Dept. Head



## DEPT. OF AGRICULTURAL EDUCATION & EXTENSION

Visca, Baybay City, Leyte, PHILIPPINES

Voip Phone: 1016

Email: daeex@vsu.edu.ph

Website: www.vsu.edu.ph

## MENT REPORT

-31, 2022

covered)

F. T. BALIÑA was approved on a "work from home" report that I actually accomplished and delivered the

Tasks accomplished and delivered/submitted	Equivalent Points
exams of Ag Ex 217 graduate (1 classes)	8
Requirements ( training proposals, others) of AgEx 217 graduate (1 classes)	8
<b>TOTALS DELIVERED</b>	<b>16</b>

Hours (No. of days x 8 hrs) = 16

Hours delivered/delivered = 16

( 0 )

Approved:

**VICTOR B. ASIO**  
College Dean, CAFS

## DAILY TIME RECORD

Name: LIJUERAJ J. CUADRA

For the month of January 2022

Official hour for (Regular days) \_\_\_\_\_

Arrival \_\_\_\_\_

Departure (Saturdays) \_\_\_\_\_

Day	A.M.		P.M.		Undertime	
	Arr	Dep	Arr	Dep	Hrs	Mins
1	: Saturday					
2	: Sunday					
3	: SLP					
4	: 7:55	: 12:00	: 1:00	: 5:00	:	:
5	: 7:50	: 12:00	: 1:00	: 5:20	:	:
6	: 8:00	: 12:00	: 1:00	: 5:15	:	:
7	: 7:55	: 12:00	: 1:00	: 5:00	:	:
8	: Saturday					
9	: Sunday					
10	: 8:00	: 12:00	: 1:00	: 5:20	:	:
11	: 7:55	: 12:00	: 1:00	: 5:00	:	:
12	: 7:50	: 12:00	: 1:00	: 5:00	:	:
13	: WFH					
14	: 7:50	: 12:00	: 1:00	: 5:00	:	:
15	: Saturday					
16	: Sunday					
17	: 7:50	: 12:00	: 1:00	: 5:00	:	:
18	: WFH					
19	: 7:55	: 12:00	: 1:00	: 5:15	:	:
20	: WFH					
21	: 7:55	: 12:00	: 1:00	: 5:15	:	:
22	: Saturday					
23	: Sunday					
24	: 8:00	: 12:00	: 1:00	: 5:15	:	:
25	: 7:48	: 12:00	: 1:00	: 5:00	:	:
26	: 7:55	: 12:00	: 1:00	: 5:15	:	:
27	: 8:00	: 12:00	: 1:00	: 5:20	:	:
28	: 7:50	: 12:00	: 1:00	: 5:00	:	:
29	: Saturday					
30	: Sunday					
31	: 8:00	: 12:00	: 1:00	: 5:00	:	:

### TOTALS

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

  
**KAREN LUZ P. YAP**  
 In-Charge/Dept. Head

VERIFIED as to the prescribed office hours.



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Visca, Baybay City, Leyte, PHILIPPINES

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Website: www.vsu.edu.ph

## MENT REPORT

, 18, 20, 2022

covered)

RAJ J. CUADRA was approved on a "work  
 red and that she accomplished and delivered  
 /.

accomplished and submitted	Equivalent Points
Area 5- 4hours ivities and updating student	10.00
es – 2 hours naires for the GTS (2 hours) ours) all subjects handled this 4 hours Area 5- 2hours/day estionnaires for the GTS	8.64
) rning tasks and updating	8.00
<b>DELIVERED</b>	26.64

(3 days x 8 hrs) = 24  
 d/delivered = 26.64  
 = 2.64

n

oved:

**OR B. ASIO**

1, College of Agriculture & Food Science

## DAILY TIME RECORD

Name: VIRGELIO C. DARGANTES JR.

For the month of January 2022

Official hour for (Regular days) \_\_\_\_\_

Arrival \_\_\_\_\_ Departure (Saturdays) \_\_\_\_\_

Day	A.M.		P.M.		Undertime	
	Arr	Dep	Arr	Dep	Hrs	Mins
1	SATURDAY					
2	SUNDAY					
3	WORK-FROM-HOME					
4	8:00	12:08	1:00	5:07		
5	8:25	12:16	1:00	5:53		
6	8:15	12:11	1:00	5:45		
7	WORK-FROM-HOME					
8	SATURDAY					
9	SUNDAY					
10	8:35	12:07	12:59	6:13		
11	8:15	12:03	1:00	5:34		
12	8:30	12:08	12:56	6:03		
13	8:00	12:08	12:55	5:07		
14	8:06	12:00	12:58	5:14		
15	SATURDAY					
16	SUNDAY					
17	8:00	12:09	12:57	5:11		
18	8:35	12:00	12:58	5:37		
19	8:00	12:13	12:59	5:11		
20	8:30	12:00	12:50	5:44		
21	8:10	12:07	12:51	5:17		
22	SATURDAY					
23	SUNDAY					
24	8:15	12:01	12:58	5:33		
25	8:25	12:24	12:59	6:02		
26	8:00	12:09	12:56	5:08		
27	8:30	12:10	12:54	5:47		
28	8:05	12:03	12:55	5:13		
29	SATURDAY					
30	SUNDAY					
31	WORK-FROM-HOME					

**TOTALS** \_\_\_\_\_

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VERIFIED as to the prescribed office hours.

**KAREN LUZ P. YAP**  
In-Charge/Dept. Head



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## REPORT

dated 31, 2022

(Covered)

**C. DARGANTES, JR.** was approved on a covered and that I actually accomplished and shown below:

Accomplished and submitted	Equivalent Points
Module 2 and 3 learning tasks outputs	3
Module 3 until module 7 learning tasks outputs	5
Report of Ms. Analyn Malatag (student)	3
Exercise 1 and 2 output of my tasks (F044 and F036)	6
Module 4 and 5 learning tasks and students	5
Module 1 learning tasks output of students	3
<b>POINTS DELIVERED</b>	<b>25</b>

(No. of days' x 8 hrs.) = 3x8 = **24**

Points delivered = **25**

**0**

**JR.**

Approved:

**TOR B. ASIO**  
Dean