

**DAILY TIME RECORD****ALCOBER, ED ALIAN L.**  
(NAME)For the month of  
**October 1 - 31, 2023**  
Official hours for arrival and departure  
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SUN						Off
2-MON	7:59	12:01	12:42	5:07		8hrs
3-TUE	7:37	12:25	12:38	5:02		8hrs
4-WED						VSU-FAN GENERAL ASSEMBLY
5-THU	6:32	12:05	12:46	5:02		8hrs
6-FRI	8:11	12:02	12:42	5:07	11mins	7hrs 49mins
7-SAT						Off
8-SUN						Off
9-MON	7:31	12:00	12:13	5:17		8hrs
10-TUE	6:36	12:14	12:52	5:00		8hrs
11-WED	7:58	12:02	12:29	5:06		8hrs
12-THU	7:16	12:02	12:03	5:07		8hrs
13-FRI	5:46	12:38	12:39	5:00		8hrs
14-SAT						Off
15-SUN						Off
16-MON	7:58	12:16	12:45	5:05		8hrs
17-TUE	8:00	12:00	12:52	5:09		8hrs
18-WED	8:00	12:02	12:59	5:26		8hrs
19-THU	8:01	12:01	1:05	5:22	6mins	7hrs 54mins
20-FRI						Holiday
21-SAT						Off
22-SUN						Off
23-MON	8:02	12:00	12:52	5:09	2mins	7hrs 58mins
24-TUE	8:03	12:00	1:05	5:08	8mins	7hrs 52mins
25-WED	7:54	12:05	12:56	5:18		8hrs
26-THU	6:51	12:00	12:56	5:01		8hrs
27-FRI	8:03	12:08	12:57	5:19	3mins	7hrs 57mins
28-SAT						Off
29-SUN						Off
30-MON						Holiday
31-TUE	8:26	12:00	12:57	5:04	26mins	7hrs 34mins

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.

**ED ALIAN L. ALCOBER**

VERIFIED as to prescribed office hours

**DIONESIO M. BAÑOC**Department Head  
Department of Agronomy