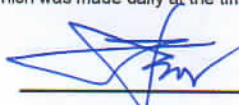


# **DAILY TIME RECORD** **PATINDOL, TEOFANES A.** (NAME)

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					
2-TUE	On Leave					
3-WED	On Leave					
4-THU	On Leave					
5-FRI	On Leave					
6-SAT						Off
7-SUN						Off
8-MON	Holiday					
9-TUE	Work From Home					
10-WED	Work From Home					
11-THU	8:00	12:00	1:00	5:00		
12-FRI	8:00	12:00	1:00	5:00		
13-SAT						Off
14-SUN						Off
15-MON	8:00	12:00	1:00	5:00		
16-TUE	8:00	12:00	1:00	5:00		
17-WED	8:00	12:00	1:00	5:00		
18-THU	8:00	12:00	1:00	5:00		
19-FRI	8:00	12:00	1:00	5:00		
20-SAT						Off
21-SUN						Off
22-MON	On Official Travel					
23-TUE	On Official Travel					
24-WED	On Official Travel					
25-THU	On Official Travel					
26-FRI	On Official Travel					
27-SAT						Off
28-SUN						Off
29-MON	On Leave					
30-TUE	Holiday					

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.

  
**TEOFANES A. PATINDOL**

VERIFIED as to prescribed office hours

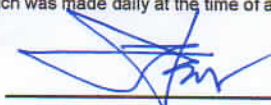
  
**ANATOLIO N. POLINAR**  
 Department Head  
 Department of Forest Science

# **DAILY TIME RECORD** **PATINDOL, TEOFANES A.** (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					
2-TUE	On Leave					
3-WED	On Leave					
4-THU	On Leave					
5-FRI	On Leave					
6-SAT						Off
7-SUN						Off
8-MON	Holiday					
9-TUE	Work From Home					
10-WED	Work From Home					
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12-FRI	8:00	12:00	1:00	5:00		
13-SAT						Off
14-SUN						Off
15-MON	8:00	12:00	1:00	5:00		
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20-SAT						Off
21-SUN						Off
22-MON	On Official Travel					
23-TUE	On Official Travel					
24-WED	On Official Travel					
25-THU	On Official Travel					
26-FRI	On Official Travel					
27-SAT						Off
28-SUN						Off
29-MON	On Leave					
30-TUE	Holiday					

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.

  
**TEOFANES A. PATINDOL**

VERIFIED as to prescribed office hours

  
**ANATOLIO N. POLINAR**  
 Department Head  
 Department of Forest Science