

**DAILY TIME RECORD****ESCASINAS, RUTH O.**

(NAME)

For the month of

**April 1 - 30, 2023**

Official hours for arrival and departure

**8:00AM - 5:00PM**

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SAT						Off
2-SUN						Off
3-MON	7:40	12:31	12:34	5:08		8hrs
4-TUE	7:49	12:02	12:22	5:22		8hrs
5-WED	7:46	12:10	<i>with suspension</i>			4hrs SUSPENDED 12:00 pm 11:59 pm
6-THU	<i>Holiday</i>					Holiday
7-FRI						Holiday
8-SAT						Off
9-SUN	<i>Holiday</i>					Off
10-MON						Holiday
11-TUE	7:42	12:05	12:30	5:10		8hrs
12-WED	7:48	12:07	12:32	5:01		8hrs
13-THU	<i>SPL</i>					SPL
14-FRI	7:50	12:10	12:51	5:14		8hrs
15-SAT						Off
16-SUN						Off
17-MON	7:42	12:04	12:16	5:07		8hrs
18-TUE	7:49	12:19	12:35	5:18		8hrs
19-WED	7:42	12:06	12:10	5:03		8hrs
20-THU	8:00	12:04	12:45	5:11		8hrs
21-FRI	<i>Holiday</i>					Holiday
22-SAT						Off
23-SUN						Off
24-MON	7:39	12:05	12:38	5:12		8hrs
25-TUE	7:55	12:12	12:34	5:18		8hrs
26-WED	7:52	12:08	12:18	5:02		8hrs
27-THU	<i>VSU Anniversary</i>					VSU 99TH ANNIVERSARY
28-FRI						VSU 99TH ANNIVERSARY
29-SAT						Off
30-SUN						Off

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.

*Ruth Escasinas*  
**RUTH O. ESCASINAS**

VERIFIED as to prescribed office hours

**VICTOR B. ASIO**

College Dean  
 College of Agricultural & Food Science