

DAILY TIME RECORD**CERNA, MIZAE B.**

(NAME)

For the month of
June 1 - 30, 2022
 Official hours for arrival and departure
8:00AM - 5:00PM

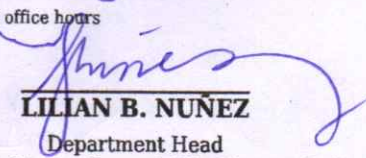
Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED	8:16	12:04	12:08	5:09	16mins	7hrs 44mins
2-THU	7:48	12:04	12:20	5:02		8hrs
3-FRI	8:01	12:16	12:17	5:04	1min	7hrs 59mins
4-SAT						Off
5-SUN						Off
6-MON						SPL
7-TUE	8:24	12:05	12:06	5:11	24mins	7hrs 36mins
8-WED	8:00	12:06	12:10	5:10		8hrs
9-THU	8:01	12:02	12:21	5:09	1min	7hrs 59mins
10-FRI	8:00	12:00	1:00	5:00		8hrs
11-SAT						Off
12-SUN						Off
13-MON	8:00	12:17	12:18	5:10		8hrs
14-TUE	7:55	12:09	12:14	5:06		8hrs
15-WED	8:07	12:18	12:20	5:09	7mins	7hrs 53mins
16-THU	8:15	12:25			4hrs 15mins	3hrs 45mins
17-FRI	8:21	12:41	12:43	5:15	21mins	7hrs 39mins
18-SAT						Off
19-SUN						Off
20-MON	7:56	12:01	12:18	5:08		8hrs
21-TUE	7:54	12:09	12:17	5:09		8hrs
22-WED	8:12	12:19	12:37	5:08	12mins	7hrs 48mins
23-THU	8:05	12:04	12:09	5:07	5mins	7hrs 55mins
24-FRI						VL
25-SAT						Off
26-SUN						Off
27-MON	7:57	12:01	12:05	5:04		8hrs
28-TUE	8:06	12:13	1:02	5:12	8mins	7hrs 52mins
29-WED	7:55	12:13	12:15	5:09		8hrs
30-THU	7:56	12:08	12:27	5:03		8hrs

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.



MIZAE B. CERNA

VERIFIED as to prescribed office hours



LILIAN B. NUNEZ

Department Head
 Institute for Strategic Research & Development Studies

Philippines

UNIVERSITY

ity, Leyte

Stamp of Date of Receipt

FOR LEAVE

st)

(Middle)

ael

Bedayo

5. SALARY (Monthly)

ide III

APPLICATION**DETAILS OF LEAVE:**

ase of vacation/Special Privilege leave:

Within the Philippines : Baybay

Abroad (Pls. Specify) :

ase of Sick leave:

In Hospital (Pls. Specify) :

Out Patient (Pls. Specify) :

ase of Special Leave Benefits for Women:

ecify illness)

ase of Study leave:

Completion of Master's Degree

BAR/Board Examination Review

er purpose:

Monetization of Leave Credits

Terminal Leave

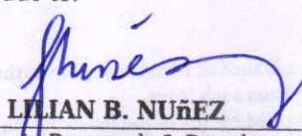
COMMUTATIONRequested ☒ Not Requested**CERNA, MIZAE B.**

(Signature of Applicant)

ON APPLICATION**RECOMMENDATION:**

For Approval

For Disapproval due to:



LILIAN B. NUNEZ

Institute of Strategic Research & Development Studies

ISAPPROVED due to:

TULIN

Signature)
ident

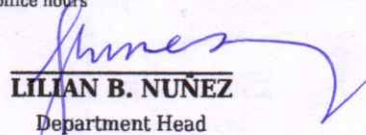
DAILY TIME RECORD
FERNANDEZ, RHEA ANGELIE M.
(NAME)For the month of
June 1 - 30, 2022
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED						FL
2-THU						FL
3-FRI						FL
4-SAT						Off
5-SUN						Off
6-MON	7:56	12:04	12:13	5:18		8hrs
7-TUE						SL
8-WED	7:54	12:02	12:17	5:14		8hrs
9-THU	7:53	12:02	12:36	5:00		8hrs
10-FRI	8:00	12:00	1:00	5:00		8hrs
11-SAT						Off
12-SUN						Off
13-MON	7:51	12:05	12:42	5:02		8hrs
14-TUE	7:58	12:09	12:30	5:09		8hrs
15-WED	7:57	12:02	12:20	5:01		8hrs
16-THU	7:58	12:01	12:27	5:02		8hrs
17-FRI	8:06	12:03	12:15	5:07	6mins	7hrs 54mins
18-SAT						Off
19-SUN						Off
20-MON	7:50	12:01	12:31	5:01		8hrs
21-TUE	8:01	12:02	12:16	5:03	1min	7hrs 59mins
22-WED	7:43	12:01	12:26	5:02		8hrs
23-THU	7:50	12:01	12:31	5:01		8hrs
24-FRI	7:53	12:09	12:14	5:00		8hrs
25-SAT						Off
26-SUN						Off
27-MON	8:01	12:01	12:36	5:01	1min	7hrs 59mins
28-TUE	8:01	12:07	12:30	5:01	1min	7hrs 59mins
29-WED	8:08	12:02	12:04	5:05	8mins	7hrs 52mins
30-THU	7:56	12:06	12:39	5:01		8hrs

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.


RHEA ANGELIE M. FERNANDEZ

VERIFIED as to prescribed office hours


LILIAN B. NUÑEZDepartment Head
Institute for Strategic Research & Development Studies**FOR LEAVE**(First) (Middle)
RHEA ANGELIE MODINA

Adm. Aide III

5. SALARY

APPLICATION**6.B DETAILS OF LEAVE**

In case of Vacation/Special Privilege Leave:

Within the Philippines

Abroad (Specify)

In case of Sick Leave:

In Hospital (Specify Illness)

Out Patient (Specify Illness) Home

In case of Special Leave Benefits for Women:

(Specify Illness)

In case of Study Leave:

Completion of Master's Degree

BAR/Board Examination Review

Other purpose:

Monetization of Leave Credits

Terminal Leave

6.D COMMUTATION

Not Requested

Requested


(Signature of Applicant)**ON APPLICATION****7.B RECOMMENDATION**

For approval

For disapproval due to


LILIAN B. NUÑEZ

(Authorized Officer)

7.D DISAPPROVED DUE TO:
TULIN

nt

(Official)

DAILY TIME RECORD **GONZAGA, ERNESTO A. JR.** (NAME)

For the month of
June 1 - 30, 2022
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED	7:49	12:06	12:08	5:09		8hrs
2-THU	8:01	12:09	12:48	5:08	1min	7hrs 59mins
3-FRI	7:51	12:03	12:32	5:01		8hrs
4-SAT						Off
5-SUN						Off
6-MON	7:57	12:14	12:27	5:08		8hrs
7-TUE	7:48	12:23	12:33	5:07		8hrs
8-WED	8:02	12:03	12:28	5:16	2mins	7hrs 58mins
9-THU						SPL
10-FRI	8:00	12:00	1:00	5:00		8hrs
11-SAT						Off
12-SUN						Off
13-MON	7:48	12:18	12:35	5:05		8hrs
14-TUE	7:42	12:11	12:29	5:10		8hrs
15-WED	7:35	12:04	12:40	5:00		8hrs
16-THU	8:05	12:26	12:31	5:04	5mins	7hrs 55mins
17-FRI	7:46	12:01	12:42	5:09		8hrs
18-SAT						Off
19-SUN						Off
20-MON	7:42	12:12	12:40	5:03		8hrs
21-TUE	8:03	12:04	12:30	5:05	3mins	7hrs 57mins
22-WED	7:54	12:03	12:37	5:04		8hrs
23-THU	7:59	12:00	12:31	5:06		8hrs
24-FRI	7:54	12:09	12:38	5:05		8hrs
25-SAT						Off
26-SUN						Off
27-MON	8:04	12:02	12:29	5:03	4mins	7hrs 56mins
28-TUE	7:53	12:23	12:35	5:02		8hrs
29-WED	8:11	12:02	12:23	5:05	11mins	7hrs 49mins
30-THU	8:05	12:09	12:28	5:04	5mins	7hrs 55mins

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.

ERNESTO A. GONZAGA JR.

VERIFIED as to prescribed office hours

LILIAN B. NUÑEZ

Department Head
Institute for Strategic Research & Development Studies

Philippines

UNIVERSITY

City, Leyte

Stamp of Date of Receipt

FOR LEAVE

(Middle)
Alkuno
5. SALARY (Monthly)
ide VI

APPLICATION

DETAILS OF LEAVE:

se of vacation/Special Privilege leave:

Within the Philippines : personal

broad (Pls. Specify) :

se of Sick leave:

in Hospital (Pls. Specify) :

out Patient (Pls. Specify) :

se of Special Leave Benefits for Women:

ify Illness)

se of Study leave:

ompletion of Master's Degree

AR/Board Examination Review

urpose:

onetization of Leave Credits

erminal Leave

COMMUTATION

Requested ☒ Not Requested

GONZAGA, ERNESTO A. JR.

(Signature of Applicant)

NON APPLICATION

RECOMMENDATION:

For Approval

For Disapproval due to:

LILIAN B. NUÑEZ

Institute of Strategic Research & Development Studies

APPROVED due to:

TULIN

(Signature)
resident