

VISAYAS STATE UNIVERSITY

ViSCA, Baybay, Leyte

DAILY TIME RECORD

Ranilo v. Gioman Sr.

(Name)

For the month of **JUNE-2022**

Official hours for arrival
and departure

{ Regular days: _____

{ Saturdays: _____

D A Y	A M		P M		UNDER TIME	
	Arrival	Departure	Arrival	Departure	Hrs.	Min.
1	7:14	12:04	12:57	5:53		
2	7:02	12:02	12:54	5:34		
3	7:20	12:07	12:51	5:20		
4	SATURDAY					
5	SUNDAY					
6	7:12	12:01	12:52	5:34		
7	7:12	12:09	12:56	5:34		
8	7:01	12:01	12:58	5:56		
9	7:00	12:05	12:45	5:23		
10	7:23	12:03	12:59	5:58		
11	SATURDAY					
12	SUNDAY					
13	7:10	12:04	12:51	5:23		
14	7:15	12:01	12:56	5:23		
15	7:20	12:06	12:54	5:54		
16	7:00	12:04	12:57	5:25		
17	7:23	12:02	12:53	5:43		
18	SATURDAY					
19	SUNDAY					
20	7:34	12:04	12:54	5:59		
21	7:21	12:10	12:57	5:57		
22	7:45	12:03	12:50	5:12		
23	FORCED LEAVE					
24	FORCED LEAVE					
25	SATURDAY					
26	SUNDAY					
27	7:34	12:04	12:54	5:36		
28	7:12	12:12	12:54	5:21		
29	7:22	12:09	12:57	5:45		
30	7:00	12:02	12:58	5:34		
31	***** (***	*****	*****	*****		

TOTAL

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



Signature

Verified as to the prescribed office hours.


NEVIN A. PACADA

In-Charge