

DAILY TIME RECORD  
ESPINOSA, ELIZA D.  
(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						SL
3-TUE						SL
4-WED						SL
5-THU						SL
6-FRI						SL
7-SAT						Off
8-SUN						Off
9-MON						SL
10-TUE						SL
11-WED						SL
12-THU						SL
13-FRI						SL
14-SAT						Off
15-SUN						Off
16-MON						SL
17-TUE						SL
18-WED						SL
19-THU						SL
20-FRI						Holiday
21-SAT						Off
22-SUN						Off
23-MON						SL
24-TUE						SL
25-WED						SL
26-THU						SL
27-FRI						SL
28-SAT						Off
29-SUN						Off
30-MON						Holiday
31-TUE						SL

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.

ELIZA D. ESPINOSA

VERIFIED as to prescribed office hours

TEOFANES A. PATINDOL

Department Head  
Institute of Tropical Ecology & Envi. Mgmt.

DAILY TIME RECORD  
ESPINOSA, ELIZA D.  
(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						SL
3-TUE						SL
4-WED						SL
5-THU						SL
6-FRI						SL
7-SAT						Off
8-SUN						Off
9-MON						SL
10-TUE						SL
11-WED						SL
12-THU						SL
13-FRI						SL
14-SAT						Off
15-SUN						Off
16-MON						SL
17-TUE						SL
18-WED						SL
19-THU						SL
20-FRI						Holiday
21-SAT						Off
22-SUN						Off
23-MON						SL
24-TUE						SL
25-WED						SL
26-THU						SL
27-FRI						SL
28-SAT						Off
29-SUN						Off
30-MON						Holiday
31-TUE						SL

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.

ELIZA D. ESPINOSA

VERIFIED as to prescribed office hours

TEOFANES A. PATINDOL

Department Head  
Institute of Tropical Ecology & Envi. Mgmt.