Civil Service Form 48

## DAILY TIME RECORD VILLOCINO, ANDREO P.

For the month of February 1 - 28, 2023
Official hours for arrival and departure 8:00AM - 5:00PM

	A	M	PN	4	T/U	Total
Day	IN	OUT	IN	OUT	1/0	Total
1-WED	7:33	12:48	12:51	5:01		8hrs
2-THU						OB
3-FRI	7:24	12:52	12:57	5:04		8hrs
4-SAT						Off
5-sun						Off
6-MON					ш.	OB
7-TUE	8:00	12:00	12:16	5:17		8hrs
8-WED						OB
9-THU						OB
10-FRI						OB
11-SAT						Off
12-SUN						Off
13-MON	7:27	12:51	12:58	5:04		8hrs
14-TUE	7:26	12:09	1:00	5:00		8hrs
15-WED	7:42	12:53	12:55	5:08		8hrs
<b>16</b> -THU	7:52	12:34	12:57	5:05		8hrs
17-FRI	7:29	12:43	12:52	5:12		8hrs
18-SAT						Off
19-SUN						Off
<b>20-</b> MON	6:41	12:00	1:00	6:42		8hrs
21-TUE	7:43	12:33	12:46	5:04		8hrs
22-WED	7:37	12:56	12:59	5:03		8hrs
23-THU	7:43	12:30	12:38	7:18		8hrs
24-FRI						Holiday
25-SAT						Off
26-SUN						Off
27-MON	7:47	12:53	12:56	5:00		8hrs
28-TUE	7:34	12:38	12:47	5:09		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.

ANDREO P. VILLOCINO

VERIFIED as to prescribed office hours

RUTH O. ESCASINAS

Department Head Department of Agronomy

Date Generated: Jun/26/2023 11:11:16



#### OFFICE OF THE DIRECTOR FOR PHYSICAL PLANT

Visca, Baybay City, Leyte, PHILIPPINES

Telefax: 1041(LOCAL)

Email: www.ppo.@vsu.edu.ph Website: www.vsu.edu.ph

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Page 1 of 1 FM-PPO-14

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v0 02-28-2022

Civil Service Form 48

# DAILY TIME RECORD VILLOCINO, ANDREO P.

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For the month of April 1 - 30, 2023
Official hours for arrival and departure 8:00AM - 5:00PM

D	A	M	P	M	T/U	Total
Day	IN	OUT	IN	OUT	1 1/0	Total
1-SAT						Off
2-SUN						Off
3-MON	7:38	12:42	1:00	5:00		8hrs
4-TUE	7:59	12:52	12:57	5:59		8hrs
5-WED	Q:00	12:12	8			SUSPENDED 12:00 pm 11:59 pm
6-THU						Holiday
7-FRI						Holiday
8-SAT						Off
9-SUN						Off
<b>10-</b> MON						Holiday
11-TUE	7:57	12:39	12:43	5:17		8hrs
12-WED	7:41	12:06	12:38	5:04		8hrs
<b>13-</b> THU	7:40	12:19	12:49	5:28		8hrs
14-FRI	7:39	12:53	1:00	4:56	4mins	7hrs 56mins
15-SAT						Off
16-SUN						Off
17-MON	6:56	12:59	1:00	5:04		8hrs
18-TUE	7:59	12:50	12:57	5:55		8hrs
19-WED	7:31	12:41	12:47	6:57		8hrs
<b>20</b> -THU	7:56	12:09	12:18	6:22		8hrs
21-FRI						Holiday
22-SAT						Off
23-SUN						Off
<b>24</b> -MON	7:56	12:45	12:46	5:15		8hrs
25-TUE	7:53	12:51	12:54	5:13		8hrs
<b>26</b> -WED	7:44	12:52	12:53	5:04		8hrs
<b>27</b> -THU						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.

ANDREO P. VILLOCINO

VERIFIED as to prescribed office hours

**RUTH O. ESCASINAS** 

Department Head Department of Agronomy

Date Generated: Jul/04/2023 08:15:34



Civil Service Form 48

## DAILY TIME RECORD VILLOCINO, ANDREO P.

For the month of May 1 - 31, 2023 Official hours for arrival and departure 8:00AM - 5:00PM

	A	M	PM	1	T/U	Total
Day	IN	OUT	IN	OUT	1/0	Total
1-MON						Holiday
2-TUE	7:51	12:01	12:29	5:17		8hrs
3-WED						SPL
4-THU	7:08	12:50	12:55	5:08		8hrs
5-FRI	7:46	12:48	12:52	5:00		8hrs
6-SAT					- 4	Off
7-sun						Off
8-MON	7:07	12:53	12:56	5:11		8hrs
9-TUE	7:55	12:48	12:58	5:01		8hrs
10-WED						OB
<b>11-</b> THU						OB
12-FRI						OB
13-SAT						Off
14-SUN						Off
15-MON	6:03	12:42	1:00	5:35		8hrs
16-TUE	7:50	12:11	12:23	4:45	15mins	7hrs 45mins
17-WED	6:58	12:04	12:22	5:04		8hrs
<b>18</b> -THU						OB
19-FRI	7:55	12:22	12:46	5:17		8hrs
20-SAT				4		Off
21-SUN						Off
22-MON	7:26	1:01	1:01	5:02	1min	7hrs 59mins
23-TUE	7:59	1:03	1:03	5:21	3mins	7hrs 57mins
24-WED						ОВ
25-THU	7:53	12:01	12:14	5:03		8hrs
26-FRI	7:41	11:58	12:09	5:02	2mins	7hrs 58mins
27-SAT						Off
28-SUN						Off
29-MON	8:05	12:42	12:45	5:00	5mins	7hrs 55mins
30-TUE	7:54	12:50	12:54	3:54	1hr 6mins	6hrs 54mins
31-WED	7:56	12:01	12:09	5:06		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.

ANDREO P. VILLOCINO

VERIFIED as to prescribed office hours

**RUTH O. ESCASINAS** 

Department Head Department of Agronomy

Date Generated: Jun/26/2023 10:55:55

## OFFICE OF THE DIRECTOR

Visca, Baybay City, Leyte, PHILIPPINES Telefax: 1041(LOCAL) Email: www.ppo.@vsu.edu.ph Website: www.vsu.edu.ph

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