

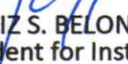
Daily Time Record (DTR)Name ERLINDA S. VALENZONAFor the month of January 01-31, 2022Official hours of arrival and departure:
(Regular Days) 8am-5pm (Saturdays) _____

D A Y	A. M.		P. M.		Undertime	
	Arri- val	Depar- ture	Arri- val	Depar- ture	Hrs.	Mins
1	SATURDAY					
2	SUNDAY					
3	7:58	12:00	12:05	5:01		
4	8:00	12:00	12:05	5:00		
5	7:58	12:00	12:05	5:00		
6	ON LEAVE					
7	ON LEAVE					
8	SATURDAY					
9	SUNDAY					
10	8:00	12:00	12:05	5:02		
11	7:58	12:00	12:05	5:00		
12	7:55	12:00	12:05	5:00		
13	ON LEAVE					
14	ON LEAVE					
15	SATURDAY					
16	SUNDAY					
17	7:50	12:00	12:05	5:00		
18	7:58	12:00	12:05	5:01		
19	8:00	12:00	12:05	5:02		
20	7:50	12:00	12:05	5:01		
21	8:00	12:00	12:05	5:00		
22	SATURDAY					
23	SUNDAY					
24	7:58	12:00	12:05	5:00		
25	8:00	12:00	12:05	5:01		
26	7:58	12:00	12:05	5:01		
27	8:00	12:00	12:05	5:02		
28	7:58	12:00	12:05	5:00		
29	SATURDAY					
30	SUNDAY					
31	7:55	12:00	12:05	5:01		
TOTAL (no noon break with overtime)						

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 of the time of arrival and departure from office.


ERLINDA S. VALENZONA
Admin Assistant II

Verified as to the prescribed office hours.


BEATRIZ S. BELONIAS
Vice President for Instruction