

**DAILY TIME RECORD****BAÑOC, DIONESIO M.**

(NAME)

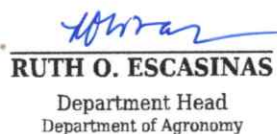
For the month of  
**September 1 - 30, 2022**  
 Official hours for arrival and departure  
**8:00AM - 5:00PM**

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-THU	6:30	12:11	12:23	5:27		8hrs
2-FRI	6:26	12:00	12:13	5:35		8hrs
3-SAT						Off
4-SUN						Off
5-MON	6:35	12:00	12:44	5:33		8hrs
6-TUE	6:46	12:08	12:18	5:36		8hrs
7-WED	6:38	12:01	12:25	5:19		8hrs
8-THU						FL
9-FRI	6:37	12:02	12:15	2:04	46mins	7hrs 14mins
10-SAT						Off
11-SUN						Off
12-MON	6:53	12:06	12:23	5:09		8hrs
13-TUE	6:32	12:12	12:18	5:05		8hrs
14-WED	6:50	12:04	12:19	5:14		8hrs
15-THU	6:46	12:06	12:34	5:04		8hrs
16-FRI	6:45	12:22	12:43	5:06		8hrs
17-SAT						Off
18-SUN						Off
19-MON	6:38	12:08	12:41	5:40		8hrs
20-TUE	7:21	12:03	12:19	6:11		8hrs
21-WED	6:45	12:00	12:54	5:33		8hrs
22-THU	7:02	12:01	12:14	5:23		8hrs
23-FRI	6:49	12:06	12:33	5:17		8hrs
24-SAT						Off
25-SUN						Off
26-MON	7:14	12:04	12:26	5:50		8hrs
27-TUE	6:50	12:03	12:20	5:10		8hrs
28-WED	7:05	12:00	12:15	5:08		8hrs
29-THU	6:54	11:00	11:01	6:25		8hrs
30-FRI						OB

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.

  
**DIONESIO M. BAÑOC**

VERIFIED as to prescribed office hours

  
**RUTH O. ESCASINAS**  
 Department Head  
 Department of Agronomy

Date Generated: Oct/14/2022 08:56:36



Philippines

UNIVERSITY

ty, Leyte

Stamp of Date of Receipt

**FOR LEAVE**

(First)		(Middle)	
<b>Dionesio</b>		<b>Maglahus</b>	
		5. SALARY (Monthly)	
<b>Professor IV</b>			
<b>APPLICATION</b>			
Regular No. 18, 2009)		6.b DETAILS OF LEAVE:	
		In case of vacation/Special Privilege leave: <input type="checkbox"/> Within the Philippines : <input type="checkbox"/> Abroad (Pls. Specify) :  In case of Sick leave: <input type="checkbox"/> In Hospital (Pls. Specify) : <input type="checkbox"/> Out Patient (Pls. Specify) :  In case of Special Leave Benefits for Women: (Specify Illness)  In case of Study leave: <input type="checkbox"/> Completion of Master's Degree <input type="checkbox"/> BAR/Board Examination Review  Other purpose: <input type="checkbox"/> Monetization of Leave Credits <input type="checkbox"/> Terminal Leave	
		6.d COMMUTATION	
		<input checked="" type="checkbox"/> Requested <input type="checkbox"/> Not Requested   <b>BAÑOC, DIONESIO M.</b> (Signature of Applicant)	
<b>ON APPLICATION</b>			
Sick Leave		7.b RECOMMENDATION:	
		<input type="checkbox"/> For Approval  <input type="checkbox"/> For Disapproval due to:   <b>RUTH O. ESCASINAS</b> Department of Agronomy	
		7.d DISAPPROVED due to:	
<b>TULIN</b> Signature) President			