

**DAILY TIME RECORD****BENITEZ, CECILIO M.**

(NAME)

For the month of


March 1 - 31, 2022

Official hours for arrival and departure


8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-TUE	8:00	12:09	12:45	5:00		
2-WED	7:54	12:03	12:35	5:00		
3-THU	7:55	12:04	12:43	5:00		
4-FRI	7:51	12:02	12:51	5:06		
5-SAT						
6-SUN						
7-MON	7:51	12:03	12:54	5:02		
8-TUE	7:56	12:04	12:48	5:01		
9-WED	8:00	12:00	12:44	5:00		
10-THU	8:03	12:02	12:26	5:00		
11-FRI	SICK LEAVE					
12-SAT						Off
13-SUN						Off
14-MON	7:37	12:06	12:48	5:00		
15-TUE	7:51	12:06	12:49	5:00		
16-WED	7:50	12:02	12:31	5:00		
17-THU	7:55	12:04	12:43	5:02		
18-FRI	7:54	12:00	12:43	5:00		
19-SAT						Off
20-SUN						Off
21-MON	7:57	12:02	12:53	5:00		
22-TUE	7:51	12:08	12:45	5:01		
23-WED	7:57	12:13	HALF DAY			
24-THU	7:56	12:00	12:41	5:00		
25-FRI	7:58	12:09	12:49	5:00		
26-SAT						Off
27-SUN						Off
28-MON	7:51	12:21	12:48	5:00		
29-TUE	7:56	12:03	12:55	5:00		
30-WED	8:00	12:03	12:14	5:01		
31-THU	7:58	12:03	12:26	5:00		

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.


  
**CECILIO M. BENITEZ**

VERIFIED as to prescribed office hours


  
**ELIZA D. ESPINOSA**

Department Head  
Institute of Tropical Ecology & Envi. Mgmt.