DAILY TIME RECORD FELIX M. SALAS

(NAME)

For the month of

January 2022

Official hours for arrival

(Regular days:

And Departure

(Saturdays:

| D | - | A. M. | F | P. M. | UND | ERTIME |
|----|---------|-----------|-------|-----------|-------|---------|
| A | | | | ata a | i | |
| Υ | Arrival | Departure | | Departure | Hours | Minutes |
| 1 | | SATUR | | | | |
| 2 | | SUNE | PAY | | | |
| 3 | 8:00 | 12:00 | 13:00 | 17:00 | | |
| 4 | | CIAL EMER | | | | |
| 5 | | CIAL EMER | | | | |
| 6 | | CIAL EMER | | | | |
| 7 | SPE | CIAL EMER | GENCY | LEAVE | | |
| 8 | | SATUR | | | | |
| 9 | | SUND | AY | | | |
| 10 | SPE | IAL EMER | GENCY | LEAVE | | |
| 11 | 8:00 | 12:00 | 13:00 | 17:00 | | |
| 12 | 8:00 | 12:00 | 13:00 | 17:15 | | |
| 13 | | OFFICIAL | TRAVE | L | | |
| 14 | 8:00 | 12:00 | 13:00 | 17:00 | | |
| 15 | | SATUR | DAY | | | |
| 16 | | SUND | AY | | -6 | V |
| 17 | 8:00 | 12:00 | 13:00 | 17:00 | () we | - |
| 18 | 8:00 | 12:00 | 13:00 | 17:00 | 7 | |
| 19 | 8:00 | 12:00 | 13:00 | 17:00 | | |
| 20 | 8:00 | 12:00 | 13:00 | 17:00 | | |
| 21 | 8:00 | 12:00 | 13:00 | 17:00 | | |
| 22 | | SATUR | DAY | | | |
| 23 | | SUND | AY | | | |
| 24 | 8:00 | 12:00 | 13:00 | 17:00 | | |
| 25 | 8:00 | 12:00 | 13:00 | 17:00 | | |
| 26 | 8:00 | 12:00 | 13:00 | 17:00 | | |
| 27 | | OFFICIAL | TRAVE | | | |
| 28 | 8:00 | 12:00 | 13:00 | 17:00 | | |
| 29 | | SATUR | DAY | | | |
| 30 | | SUND | AY | | | |
| 31 | | WFH | 1 | | | |
| 4 | | | | | | |

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 at the time of arrival and departure from office.

VERIFIED as to the prescribed office hours

ELIZABETH S. QUEVEDO

In-Charge



DEPARTMENT OF PURE AND APPLIED CHEMISTRY

Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63-563-7747

Telefax: +63-563-7747 Email: dopac@vsu.edu.ph Website: www.vsu.edu.ph

HMENT REPORT

ry 31, 2022)

X M. SALAS was approved on a "work from nd that I actually accomplished and delivered the

| uts accomplished and red/submitted | Equivalent Points |
|--|-------------------|
| irst Lesson of Module 1 for the ative Chemistry. | 6.0 |
| ences and other resources for | 3.0 |
| NTS DELIVERED | 9.0 |

VFH (No. of days x 8 hrs) = 8.0

ished/delivered

= 9.0

(0)

Approved:

MA. THERESA P. LORETO Dean, CAS

DAILY TIME RECORD

VIVIAN P. LINA

(Name)

Official hours for arrival Regular days ______ and departure Saturdays ______

| F | | 7 | | | | | (| | -,-,- | | | |
|----|--------|---------|-----|--------|--------------|--------|-----|--------|-------|----------|-----|--------|
| | D | | | A.M. | | | P | .M. | | UNDERTIM | | |
| L | A | Arrival | | Depart | ure | Arriv | /al | Depa | rture | Hrs | T | Min. |
| | 1 | Sat | w | Ray | | | | | _ | | 1 | |
| _ | 2 | SU | ud | ad | | | | | - | _ | + | |
| - | 3 | TL | | Teales | Lu | ne. | | | | | + | |
| - | 4 | TU | - | Teach | i | Ceare | | | | - | + | |
| - | 5 | TV | 1 | lead | es | (com a | | | - | | + | |
| | 6 7 | TV | - | leace | un | Com | , | | - | | + | |
| | 8 | TL | 1 | Icah | 15 | eare | | | | | + | |
| | 9 | Sat | Ja | ay | - | | | | | | | |
| | 0 | 8:60 | Tu | | $-\parallel$ | | 4 | | | | | |
| 1 | 1 | 8:W | 1 | 12:00 | - | 1:00 | 4 | 5:V | | | | |
| 1 | 2 | 8:W | 1 | 12:00 | + | I:N | + | 5:0 | | | | |
| 13 | 3 | 8:00 | | 12:00 | ╫ | 1:10 | , | 5:n | | | | |
| 14 | _ | | | cy le | | 1:00 | - | 5:0 | 1 | | | A |
| 15 | _ | Jan | | ay | | 1 Ca | an | ity le | and | M | pri | X |
| 16 | _ | Sur | Sa | y | | | + | | 1 | 1/1/ | ari | / |
| 17 | - | 8:W | | 12:W | | I:W | | 5:18 | 11 | | _ | |
| 18 | _ | 8:W | | 2:00 | | 1:10 | | 5:02 | | | | |
| 20 | + | 8:W | | 2:W | | 1:00 | | 5123 | 1 | | | - |
| 21 | 1 | W | _ | F | | 4 | | | 1 | | | - |
| 22 | | 2:W | | 2:W | | :W | 3 | in | | | | \neg |
| 23 | 1 | Sund | May | 1 | - | | | | | | | |
| 24 | | W | F | | - | | | | | | | |
| 25 | 11 | W | 6 | | H | | _ | | | | | |
| 26 | | n | 12 | :00 | | | _ | | | | | |
| 27 | | W | | : W | 1 | W W | 7 | 121 | | | | |
| 28 | 2 | ·W | 12 | in) | | N | | :W | | + | | |
| 29 | 1 | chin | | | | | | [0] | | + | | |
| 30 | 4 | arya | 4 | | | | | | | + | | _ |
| 31 | 8: | W) | 12 | in | 1: | n | 5: | B | 1 | + | | _ |
| | | | | | | | | | | - | | - 11 |

I CERTIFY on my honor that the above is true and correct port of the hours of work performed, record of which made duly the time of arrival and departure from office.

VERIFIED as to the prescribed office hours.

ELIZABETH S. QUEVEDO

In - Charge



DEPARTMENT OF PURE AND APPLIED CHEMISTRY

Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63-563-7747 Email: dopac@vsu.edu.ph Website: www.vsu.edu.ph

REPORT

25, 2022 d)

NA was approved on a "work from actually accomplished and delivered

| omplished and nitted | Equivalent Points |
|--|-------------------|
| essments/Learning and R133) | 5 |
| or Chem 120 re: essments/Learning | 1 |
| ssments/learning | 2 |
| /Learning Tasks for | 7 |
| or Chem 130 (R215) Assessments/Learning | 1 |
| essments/learning R162, R163, R165 | 2 |
| (Learning Tasks for 163, R165 and R261) | 6 |
| or Chem 131 (R161, 51) | 2 |
| submissions of ks for Chem 120, | 3 |
| VERED | 29 |

of days x 8 hrs) = 24

vered = 29

(0)

nology, and environmental conservation. urce, cutting-edge scientific knowledge nunities and environment.

Page 1 of 2 FM-VSU-13 v2 06-11-2020

DAILY TIME RECORD ELIZABETH S. QUEVEDO

(NAME)

For the month of January 1-31, 2022

Official hours for arrival

(Regular days: _

And Departure

(Saturdays:

| | - | | | | | | | | | | | - |
|---------------|-----|------|-----|------------|------|---------|-----|---------|----|---|------|-----------------|
| | | | - | A. M. | T | | P. | M. | | | UND | ERTIME |
| | 1 | | | | | | | | | | | |
| | 1 | | /al | Departur | | Arrival | | Departu | re | Н | ours | Minutes |
| | 2 | | | SATURD | | | | | | 1 | | |
| П | 3 | | 50 | SUNDAY | _ | | | | | 1 | | |
| | 4 | | 50 | 12:0 | _ | 1:0 | 00 | 5:0 | 00 | | | |
| 1 | 5 | | 00 | 12:0 | _ | 1:0 | 00 | 5:0 | 0 | | | |
| | 6 | | 00 | 12:00 | | 1:0 | 00 | 5:0 | 0 | 1 | T | |
| | 7 | | 50 | 12:00 | _ | 1:0 | 0 | 5:0 | 0 | | | |
| ı | 8 | /: | 55 | 12:00 | | 1:0 | 0 | 5:0 | o | | | |
| | 9 | + | | SATURDA | Y | | | | 1 | | | |
| Н | 10 | - | | SUNDAY | | | | | T | Т | | |
| H | 11 | 7:8 | _ | 12:00 | | 1:0 | 0 | 5:00 | | | | |
| H | | 8:0 | _ | 12:00 | | 1:00 | | 5:00 | | | | |
| H | 12 | 7:4 | _ | 12:00 | | 1:00 | | 5:00 | | | | |
| ŀ | 13 | 7:5 | _ | 12:00 | | 1:00 | | 5:00 | | Т | | |
| H | 14 | _ | 10 | CoVID-19 b | 0005 | ter vac | din | ation | | ^ | D | / |
| + | 15 | - | _ | SATURDAY | Y | - | | 1 | 1 | m | work | |
| H | 16 | | | UNDAY | | | | A | | | | |
| - | 17 | | | ICK LEAV | E | | | | | _ | _ | |
| H | 18 | 7:52 | _ | 12:00 | | 1:00 | | 5:00 | | | | |
| H | 19 | 7:58 | _ | 12:00 | | 1:00 | | 5:00 | T | | | |
| H | 20 | 7:58 | - | 12:00 | | 1:00 | | 5:00 | | | | - |
| H | 21 | 8:00 | - | 12:00 | | 1:00 | | 5:00 | T | | _ | |
| $\overline{}$ | 22 | | | ATURDAY | | | | | + | | | |
| $\overline{}$ | 23 | | | JNDAY | | | | | | | _ | |
| _ | 24 | 7:58 | - | 12:00 | | 1:00 | | 5:00 | + | | + | |
| - | 25 | | | RCED LE | | | | | T | | | _ |
| _ | 26 | | FC | RCED LE | AVE | | | | 1 | | + | |
| _ | 27 | 7:25 | _ | 12:00 | | 1:00 | | 5:00 | + | | + | |
| | 28 | 7:45 | | 12:00 | | 1:00 | | 5:00 | + | | + | |
| _ | 29 | | | TURDAY | | | | | 1 | | + | |
| | 30 | | SU | NDAY | | | | | / | | + | |
| _ | 1 | 7:55 | | 12:00 | | 1:00 | | 5:00 | | _ | | |
| 10 | TAL | | | | | | | | | _ | | - |

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 at the time of arrival and departure from office.

VERIFIED as to the prescribed office hours

MA. THERESA P. LORETO

In-Charge

Civil Service Form No. 49

DAILY TIME RECORD ELIZABETH S. QUEVEDO

(NAME)

For the month of January 1-31, 2022

Official hours for arrival

(Regular days: _

And Departure

(Saturdays:

| _ | -11 | | | | | | | | | | | | | |
|---------------|-------------|---------------|------|-----|----------|----|--------|-----|----------|-----|-----------|----------|----------|---|
| | \parallel | D | | | A. M. | | | 1 | P. M. | - | UNDERTIME | | | |
| | 11 | A | İ | | | | | | | | <u> </u> | JIVD | LKIIWE | |
| _ | H | Y | Arri | val | - Parte | re | Arriva | al | Departu | ire | Но | urs | Minute | |
| | H | 1 | - | | SATURE | | Υ | | | 1 | - 10 | uis | wiiilute | - |
| - | H | 2 | - | 1 | SUNDAY | _ | | | | | | | | - |
| - | ŀ | 3 | | :50 | 12:0 | | 1:0 | 00 | 5: | 00 | | | | - |
| - | 1 | 4 | 1 | :00 | 12:0 | _ | 1:0 | 00 | 5: | _ | | | | - |
| 1 | 1 | 5 | _ | 00 | 12:0 | 00 | 1:0 | 00 | 5:0 | 00 | | | | - |
| 1 | H | 6 | | 50 | 12:0 | _ | 1:0 | 0 | 5:0 | _ | | \neg | | - |
| $\frac{1}{2}$ | H | 7 | 7: | 55 | 12:0 | | 1:0 | 0 | 5:0 | _ | | \dashv | | - |
| \mathbf{I} | H | 8 | - | | SATURD | AY | | | | 1 | | 1 | | |
| ł | H | 9 | - | | SUNDAY | 1 | | | | 1 | | 1 | | - |
| ĺ | H | 10 | 7: | _ | 12:0 | _ | 1:0 | 0 | 5:0 | 0 | | 1 | | - |
| | H | 11 | 8:0 | | 12:00 | _ | 1:00 |) | 5:0 | 0 | | _ | | - |
| | - | 12 | 7:4 | _ | 12:00 | - | 1:00 | | 5:0 | oll | | | | - |
| | _ | 13 | 7:5 | _ | 12:00 | _ | 1:00 | | 5:0 | 0 | × | + | | - |
| | _ | 14 | | 10 | CoVID-19 | bo | oster | /ac | cination | 17 | | | | |
| ŀ | _ | 15 | | | SATURDA | Y | | | | 1 | | + | | 1 |
| ŀ | _ | 16 | | | UNDAY | | | | | 1 | | | | ļ |
| ŀ | _ | \rightarrow | 7.5 | | ICK LEAV | /E | | | | T | | | | l |
| ŀ | | 9 | 7:5: | _ | 12:00 | L | 1:00 | | 5:00 | | | | | ١ |
| ŀ | _ | 0 | 7:58 | _ | 12:00 | | 1:00 | | 5:00 | T | | | | |
| ŀ | 2 | | 7:58 | _ | 12:00 | L | 1:00 | | 5:00 | | | | | |
| H | 2 | _ | 8:00 | - | 12:00 | | 1:00 | | 5:00 | | | + | | |
| L | 2 | _ | | | ATURDAY | _ | | | | | All | | | |
| - | 2 | | 7.50 | | JNDAY | | | | | | | | | |
| - | 25 | _ | 7:58 | - | 12:00 | | 1:00 | | 5:00 | | | | | |
| - | 26 | | | | RCED LE | | | | | | | | | |
| - | 27 | _ | 7.0- | FC | RCED LE | A | VE | | | | | | | |
| - | 28 | _ | 7:25 | _ | 12:00 | | 1:00 | | 5:00 | | | | | |
| _ | 29 | _ | 7:45 | | 12:00 | | 1:00 | | 5:00 | | | | | |
| - | 30 | _ | | | TURDAY | | | | | 1 | | | | |
| - | 31 | + | 7.55 | SU | NDAY | | | | | | | | | |
| _ | 01 | | 7:55 | | 12:00 | - | 1:00 | | 5:00 | | | | | |
| | | | - 1 | | | | | | | | | _ | | |

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 at the time of arrival and departure from office.

VERIFIED as to the prescribed office hours

MA. THERESA P. LORETO

In-Charge

DAILY TIME RECORD JAILENN JANNARAINE S. PURAY

(NAME)

For the month of Official hours for arrival

And Departure

JANUARY 2022

(Regular days: _

(Saturdays:

| D A M P. M. UNDERTIME | | | | | | | | | |
|-----------------------|---------|-----------|---------|-----------|-----------|---------|--|--|--|
| D | Α | . M. | Р | . М. | UNDERTIME | | | | |
| Α | | | | | Llauma | Minutes | | | |
| Υ | Arrival | Departure | Arrival | Departure | Hours | Minutes | | | |
| 1 | SATUR | | | | | | | | |
| 2 | SUNDA | | 10.50 | 5.40 | 1 | | | | |
| 3 | 7:52 | 12:00 | 12:52 | 5:10 | | | | | |
| 4 | 8:00 | 12:03 | 12:58 | 5:00 | | | | | |
| 5 | 7:59 | 12:01 | 12:57 | 5:04 | | | | | |
| 6 | 7:54 | 12:01 | 1:00 | 5:02 | | | | | |
| 7 | 8:00 | 12:00 | 1:00 | 5:05 | | | | | |
| 8 | SATUR | | | | | | | | |
| 9 | SUNDA | | | | | | | | |
| 10 | 7:52 | 12:05 | 12:51 | 5:02 | 1 | 9 | | | |
| 11 | 8:00 | 12:00 | 12:50 | 5:00 | ah | wel | | | |
| 12 | 7:58 | | 12:59 | 5:08 | 72. | | | | |
| 13 | 8:00 | | 1:00 | 5:04 | | | | | |
| 14 | 8:00 | 12:02 | 12:03 | 5:00 | | | | | |
| 15 | SATUR | DAY | | | | | | | |
| 16 | SUNDA | Y | | | | | | | |
| 17 | 7:50 | 12:01 | 12:59 | | | | | | |
| 18 | 7:59 | 12:00 | 12:57 | | _ | | | | |
| 19 | 7:57 | 12:03 | | _ | - | | | | |
| 20 | 8:00 | 12:05 | | | | | | | |
| 21 | 8:00 | 12:10 | 12:58 | 5:00 | | | | | |
| 22 | SATUR | DAY | | | | | | | |
| 23 | SUNDA | Y | | | | | | | |
| 24 | 7:59 | 12:00 | 12:57 | | _ | | | | |
| 25 | 7:50 | 12:00 | 12:50 | | | | | | |
| 26 | 8:00 | 12:02 | 12:58 | 5:08 | | | | | |
| 27 | 7:53 | 12:05 | 12:59 | 5:18 | | | | | |
| 28 | 8:00 | 12:11 | 1:00 | 5:01 | | | | | |
| 29 | SATUR | DAY | | | | | | | |
| 30 | SUNDA | | | \ | | | | | |
| 31 | WORK | FROM HO | ME | | | | | | |
| _ | - | | | | | | | | |

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 at the time parrival and departure from office.

VERIFIED as to the prescribed office hours

In-Charge

DEPARTMENT OF PURE AND APPLIED CHEMISTRY

Visca, Baybay City, Leyte, PHILIPPINES Telefax: +63-563-7747 Email: dopac@vsu.edu.ph Website: www.vsu.edu.ph

IMENT REPORT

/ 31, 2022

lannaraine S. Puray was approved on a "work overed and that I actually accomplished and hown below:

| puts accomplished and ered/submitted | Equivalent Points |
|---|-------------------|
| oms in ESci 115a, Chem 130f, 20 in VSUEE | 3 |
| dated student records for those irements. | 5 |
| TS DELIVERED | 8.00 |

WFH (No. of days x 8 hrs) =

plished/delivered

'URAY

Ity

pproved:

IA. THERESA P. LORETO ean, CAS

icience, technology, and environmental conservation. human resource, cutting-edge scientific knowledge inable communities and environment.

Page 1 of 1 FM-VSU-13 v2 06-11-2020 No. 22-01

DAILY TIME RECORD

JACOB GLENN F. JANSALIN

(Name)

| For the month of: JANUARY 2022 | |
|--------------------------------|--------------|
| Official hours for arrival | Regular days |
| and departure | Saturdays |
| | - |

| D | | A.M. | P. | M. | UND | ERTIME |
|----------|---------|----------------|------------|--|------|--------|
| A | Arrival | Departure | Arrival | Departure | Hrs. | Min. |
| 1 | | NEW | YEAR H | OLLIDAY | | |
| 2 | | | SUNDA | ·Υ | | |
| 3 | | T | eacher's L | eave | | |
| 4 | | T | eacher's L | eave | | |
| 5 | | | eacher's L | | | |
| 6 | | | eacher's L | | | |
| 7 | | T | eacher's L | THE PARTY OF THE P | | |
| 8 | | | SATURD | | | |
| 9 | | | SUNDA | | | |
| 10 | 7:58 | 12:00 | 1:00 | 5:00 | | |
| 11 | 7:45 | 12:00 | 1:00 | 5.00 | | |
| 12 | 6:15 | 12:00 | 1:00 | 5:00 | | |
| 13 | 7:30 | 12:00 | 1:00 | 5:00 | M | |
| 14 | 7:55 | 12:00 | 1:00 | 5:00 | Wh | West - |
| 15 | | | SATURD | - | - | |
| 16 | 7:30 | 12:00 | SUNDA | | | |
| 17 | 7:56 | 12:00 12:00 | 1:00 | 5:00 5:00 | | |
| 18 19 | 7:50 | 12:00 | 1:00 | 5:00 | | |
| | 7:50 | 12:00 | | | | |
| 20 | 7:55 | 12:00 | 1:00 | 5:00 5:00 | | |
| 22 | 7.55 | 12.00 | SATURD | | | |
| 23 | | | SUNDA | 1000 | | |
| 24 | 7:50 | 12:00 | 1:00 | 5:00 | | - |
| 25 | 7:55 | 12:00 | 1:00 | 5:00 | _ | |
| 26 | 7:40 | 12:00 | 1:00 | 5:00 | | |
| 27 | 7:35 | 12:00 | 1:00 | 5:00 | | |
| 28 | 7:50 | 12:00 | 1:00 | 5:00 | | |
| 29 | | | SATURD | | | |
| 30 | | | SUNDA | | | |
| 31 | 8:00 | 12:00 | 1:00 | 5:00 | | |

I CERTIFY on my honor that the above is true and correct report of the hours of work performed, record of which made duly at the time of arrival and departure from office.

VERIFIED as to the prescribed office hours.

ELIZABETH S. QUEVEDO

In - Charge

Civil Service Form No. 49

DAILY TIME RECORD Helen Grace F. Oracion

(NAME)

| For the month of | January 2022 |
|----------------------------|----------------|
| Official hours for arrival | (Regular days: |

And Departure (Saturdays:

| And I | Departur | е | (5 | aturdays: | | |
|-------|----------|-----------|---------|-----------|---------|----------|
| D | A | . M. | Р | . M. | UND | ERTIN |
| Α | | | | T | | |
| Υ | Arrival | Departure | Arrival | Departure | e Hours | Minu |
| 1 | HOLLDAY | | | 1 | | |
| 2 | SUNDAY | | | | | |
| 3 | 7 | | | | | |
| 4 | | | | | | |
| 5 | TEACH | ER'S LEAV | è | | | |
| 6 | | | | | | |
| 7 | 7 | | | | | |
| 8 | SATURD | 17 | | | | |
| 9 | SUNDAY | | | | | |
| 10 | 7:51 | 12:03 | 12:51 | 5:01 | | |
| 11 | 7:48 | 12:15 | 12:55 | 5:00 | | |
| 12 | 7:58 | 12:16 | 12:48 | 5:01 | | |
| 13 | 7:58 | 12:10 | 12:55 | 5:01 | 1 9 |) |
| 14 | 8:00 | 12:10 | 12:51 | 5:01 | Dieval | |
| 15 | SATURDA | V | | | (V | |
| 16 | SUNDAY | | | | | |
| 17 | 7:51 | 12:11 | 12:54 | 5:00 | | |
| 18 | 7:55 | 12:16 | 12:51 | 5:02 | | |
| 19 | 7:58 | 12:19 | 12:55 | 5:00 | | |
| 20 | 7:58 | 12:21 | 12:57 | 5:00 | | |
| 21 | 7:59 | 12:33 | 12:51 | 5:00 | | |
| 22 | SATURDA | 7 | | | | |
| 23 | SUNDAY | | | | | |
| 24 | 7:59 | 12:17 | 12:52 | 5:02 | | |
| 25 | 7:58 | 12:00 | 12:49 | 5:01 | | |
| 26 | 7:58 | 12:19 | 12:57 | 5:01 | | |
| 27 | 7:59 | 12:31 | 12:59 | 5:01 | | |
| 28 | 7:57 | 12:19 | 12:50 | 5:00 | | |
| 29 | SATURO | 44 | | | | |
| 30 | YAGHU3 | | | | | |
| 31 | 7:50 | 12:13 | 12:55 | 5:01 | | |
| | | A | | | | |

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 at the time of arrival and departure from office.

TOTAL

VERIFIED as to the prescribed office hours

ELIZABETH S. QUEVEDO
In-Charge

DAILY TIME RECORD

| THELMA | p. | 2494 |
|--------|--------|------|
| | (Name) | |

For the month of: January 2622
Official hours for arrival Regular day

Official hours for arrival and departure Regular days _____

| D | A | .M. | P.M. UNDE | | UNDER | RTIME | |
|----|---------|-----------|-----------|-----------|-------|----------|--|
| A | Arrival | Departure | Arrival | Departure | Hrs. | Min. | |
| 1 | New | Years | Day | | SATU | MARY | |
| 2 | | | | | SUM | | |
| 3 | 8:0 | 12: N | 12:50 | 5'. ov | | | |
| 4 | 8:M | 12:,02 | 12:57 | 5'.M | | | |
| 5 | 8.N | 2:05 | 12:59 | 15'W | | | |
| 6 | 8.M | 12'N | 2:54 | 5.0 | | | |
| 7 | 8:W | (2:6) | 13.23 | 5'.N | | | |
| 8 | | | | | SATUR | | |
| 9 | | | | | Sunv | CW | |
| 10 | 84 | 2.03 | 12:59 | 5'.00 | | | |
| 11 | | e a | Ve | | | 0 | |
| 12 | Yacci | | mouster | shot, | 1 | 1 | |
| 13 | 8.M | 12:N | 12:50 | 5.00/ | N pre | 7 | |
| 14 | 8:N | 12:02 | 12:05 | 5:N | Y | | |
| 15 | | | | | SATU | | |
| 16 | | | | | Sum | ay | |
| 17 | 8.M | 12:05 | 12:57 | 5:N | | | |
| 18 | 8:N | 12:03 | 12:56 | 5.00 | | | |
| 19 | | | | | | | |
| 20 |) | e ave | 21 | p | | | |
| 21 | <u></u> | Pavo | | | | | |
| 22 | | | | | SATU | | |
| 23 | | | | | bur | ody | |
| 24 | 8.1 | 2:66 | 2:50 | 5'.W | | | |
| 25 | 8:N | 12:03 | 12:57 | 5.01 | | | |
| 26 | 8:M | 12:00 | 12.54 | 5:00 | | | |
| 27 | 8.W | 12:03 | 12:50 | 5.00 | | | |
| 28 | 8'.W | 12:02 | 12:50 | 5:00 | | | |
| 29 | | | | | Jarry | way | |
| 30 | | | | | gun | now | |
| 31 | 8'.W | 2:N | 12:55 | 5.0 | | | |

I CERTIFY on my honor that the above is true and correct report of the hours of work performed, record of which made duly at the time of arrival and departure from office.

VERIFIED as to the prescribed office hours.

ELIZABETH S. QUEVEDO

In - Charge

| | - | | | _ |
|---|---|---|---|---|
| L | | А | / | E |

| (First) (Middle) |
|---|
| , |
| HELMA P. |
| 5. SALARY |
| ATION |
| DETAILS OF LEAVE |
| case of Vacation/Special Privilege Leave: |
| Within the Philippines |
| Abroad (Specify) |
| case of Sick Leave: |
| In Hospital (Specify Illness) |
| Out Patient (Specify Illness) |
| case of Special Leave Benefits for Women: |
| Specify Illness) |
| F.L |
| case of Study Leave: |
| Completion of Master's Degree |
| BAR/Board Examination Review |
| Other purpose: |
| Monetization of Leave Credits |
| Terminal Leave |
| COMMUTATION |
| Not Requested |
| Requested |
| THELMA P. APAS |
| (Signature of Applicant) |
| APPLICATION |
| RECOMMENDATION |
| For approval |
| For disapproval due to |
| JI II |
| |
| aprenet |
| ELIZABETH S. QUEVEDO (Authorized Officer) |
| (Additived Officer) |
| DISAPPROVED DUE TO: |
| |
| <u> </u> |
| |
| N |
| |

DAILY TIME RECORD

NORBERTO M. MANAGBANAG (Name)

| For the month of: | JANUARY | 1-31,2022 | |
|--------------------------|---------|--------------|--|
| Official hours for arriv | val | Regular days | |
| and departure | | Saturdays | |

| D | | A.M. | P.M. UNDERTIM | | ERTIME | |
|----|---------|-----------|---------------|-------------------------|--------|------|
| A | Arrival | Departure | Arrival | Departure | Hrs. | Min. |
| 1 | 0 | | | 0 / | | |
| 2 | | | |) | | |
| 3 | 5: 15 | 10: 40 | 1: 15 | 5: 30 | | |
| 4 | 5: 20 | 10: 55 | 1:10 | 5:30 | | |
| 5 | 5: 15 | 10: 50 | 1:15 | 5:30 | | |
| 6 | 5: 20 | 10:45 | 1:20 | 5:30 | | |
| 7 | 5: 10 | 10:45 | 1:15 | 5:30 | | |
| 8 | C | | | C | | |
| 9 | 7 | | |) | | |
| 10 | 5: 15 | 10:40 | 1:20 | 5: 30 5: 30 5: 30 | | |
| 11 | 5:20 | 10 : 50 | 1:15 | 5 - 30 | | |
| 12 | 5:15 | 10:50 | 1:15 | 5 . 30 | | |
| 13 | 5:15 | 10:40 | 1 . 20 | 5 . 30 | | |
| 14 | 5:10 | 10:50 | 1:10 | 5:30 | h | |
| 15 | C | | | 20 | Mu. | W |
| 16 | | | |) 1 | V | |
| 17 | E 1 . E | LEAVE | 11.00 | m/ 7a | 1 | |
| 18 | 5: 15 | 10:45 | 1:15 | 5:30 | - | |
| 19 | 5:15 | 10:50 | 1:15 | 5:30 5:30 | | |
| 20 | 5:20 | 10:40 | 1:15 | 5:30 | | |
| 21 | 2.12 | 10.40 | 1,15 | 0.30 | - | |
| 23 | - | | | - | | |
| 24 | 5:15 | 10:50 | 1:10 | 5:30 | | |
| 25 | 5:10 | 10:55 | 1 : 15 | 5:30 | | |
| 26 | 5:15 | 10:50 | 1:20 | 5:30 | | |
| 27 | 5:15 | 10:50 | 1 : 15 | 5:30 | | |
| 28 | 5:20 | 10:50 | 1:15 | 5:30 | | |
| 29 | 0 | 10 100 | 1.15 | 0 | | |
| 30 | 5 | | | | | |
| 31 | 5:15 | 10:45 | 1:15 | 5:30 | | |

I CERTIFY on my honor that the above is true and correct report of the hours of work performed, record of which made duly at the time of arrival and departure from office.

VERIFIED as to the prescribed office hours.

ELIZABETH S. QUEVEDO

In - Charge

OR LEAVE

| (First) (Middle) |
|--|
| NAGBANAG NORBERTO M. |
| Adm. Aide I 5. SALARY |
| PPLICATION |
| 6.B DETAILS OF LEAVE |
| In case of Vacation/Special Privilege Leave: |
| Within the Philippines |
| Abroad (Specify) |
| In case of Sick Leave: |
| In Hospital (Specify Illness) |
| Out Patient (Specify Illness) |
| In case of Special Leave Benefits for Women: |
| (Specify Illness) |
| In case of Study Leave: |
| Completion of Master's Degree |
| BAR/Board Examination Review |
| Other purpose: |
| Monetization of Leave Credits |
| Terminal Leave |
| 6.D COMMUTATION |
| Not Requested |
| Requested |
| NORBERTO M. MANAGBANAG |
| (Signature of Applicant) |
| ON APPLICATION |
| 7.B RECOMMENDATION |
| For approval |
| For disapproval due to |
| |
| a Almend |
| ELIZABETH S. QUEVEDO |
| Office/Dept./Unit (Authorized Officer) |
| (Authorized Officer) |
| 7.D DISAPPROVED DUE TO: |
| |
| |
| 1 |
| ULIN |
| 1.1.B |