

DAILY TIME RECORD  
ESPINOSA, ELIZA D.  
(NAME)

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-THU	7:55	12:18	12:46	5:01		8hrs
2-FRI	8:03	12:04	12:54	5:03	3mins	7hrs 57mins
3-SAT						Off
4-SUN						Off
5-MON	7:56	12:45	12:51	5:01		8hrs
6-TUE						CDO
7-WED	7:57	12:07	12:47	5:01		8hrs
8-THU	7:52	12:04	12:44	5:00		8hrs
9-FRI	8:15	12:30	12:30	5:01	15mins	7hrs 45mins
10-SAT						Off
11-SUN						Off
12-MON						Holiday
13-TUE	7:48	12:13	12:48	5:01		8hrs
14-WED	7:51	12:06	12:40	5:01		8hrs
15-THU						OB
16-FRI						OB
17-SAT						Off
18-SUN						Off
19-MON	7:53	12:04	12:57	5:05		8hrs
20-TUE		12:12	12:46	5:01	3hrs 45mins	4hrs 15mins
21-WED	7:52	12:01	12:45	5:01		8hrs
22-THU	8:02	12:25	12:32	5:03		8hrs
23-FRI	7:56	12:19	12:46	5:02		8hrs
24-SAT						Off
25-SUN						Off
26-MON						SPL
27-TUE	7:56	12:28	12:31	5:01		8hrs
28-WED						Holiday
29-THU	8:09	10:00	1:30	5:04	2hrs 39mins	5hrs 21mins
30-FRI	8:08	12:02	12:51	5:14	8mins	7hrs 52mins

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.

ELIZA D. ESPINOSA

VERIFIED as to prescribed office hours

DENNIS P. PEQUE  
College Dean  
College of Forestry & Environmental Sciences

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