

DAILY TIME RECORD**VILLAREMO, MAREJEN A.**

(NAME)

For the month of

May 1 - 31, 2022

Official hours for arrival and departure

8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SUN						Off
2-MON	8:07	12:07	12:49	5:15	7 min	7 hrs 53 min
3-TUE						Holiday
4-WED						Absent
5-THU		TRAVEL				Absent
6-FRI						Absent
7-SAT						Off
8-SUN						Off
9-MON						Holiday
10-TUE	8:05	12:05	12:20	5:05	5 min	Absent 7 hrs 55 min
11-WED	7:38	12:10	12:41	5:20	4 hrs	8 hrs
12-THU	7:45	12:03	12:42	5:18		8 hrs
13-FRI						Absent 8L
14-SAT						Off
15-SUN						Off
16-MON						Absent 8L
17-TUE	7:55	12:19	12:21	5:19		8 hrs
18-WED	8:00	12:11	12:16	5:24		8 hrs
19-THU		OB				Absent TRAVEL
20-FRI	7:56	12:10	12:30	5:24		8 hrs
21-SAT						Off
22-SUN						Off
23-MON	7:48	12:08	12:15	5:39		8 hrs
24-TUE	7:16	12:08	12:56	5:11	4 hrs	8 hrs
25-WED	7:42	12:02	12:10	5:45		8 hrs
26-THU	7:31	12:23	12:30	5:26		8 hrs
27-FRI		OB				Absent TRAVEL
28-SAT						Off
29-SUN						Off
30-MON	7:57	12:14	12:48	5:15		8 hrs
31-TUE	7:53	12:11	12:16	5:16		8 hrs

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.



MAREJEN A. VILLAREMO

VERIFIED as to prescribed office hours

DHENBER C. LUSANTA

Department Head
Farm Resource Management Institute