VISAYAS STATE UNIVERSITY
BAYBAY CITY, LEYTE

DAILY TIME RECORD

MARIA FARAH A. VISCARA
Name

For the month of December 1-31, 2021

DAY	A.M.		P.M.		Undertime	
	IN	OUT	IN	OUT	Hours	Min
1	8:00	12:05	12:55	5:08		
2	7:59	12:01	12:50	5:02		
3	8:00	12:14	12:56	5:16		
4	Saturday					
5	Sunday					
6	7:59	12:04	12:49	6:18		
7	7:47	12:03	12:55	5:01		
8	Holiday					
9	7:59	12:05	12:40	5:13		
10	7:57	12:02	12:55	5:05		
11	Saturday					
12	Sunday					
13	7:58	12:23	12:53	5:32		
14	8:00	12:05	12:50	5:09		
15	7:58	12:20	MC#	132		
16	Typhoon	ODETTE	MC#	132		
17	Typhoon	ODETTE				
18	Saturday					
19	Sunday					
20	8:00	12:01	12:55	5:05		
21	8:00	12:05	12:53	5:01		
22	8:00	12:01	12:58	5:02		
23	7:59	12:02	12:59	5:01		
24	7:54	12:05	Holi-	day		
25	Saturday					
26	Sunday					
27	7:58	12:02	12:59	5:02		
28	7:55	12:03	12:55	5:01		
29	7:57	12:05	12:50	5:02		
30	Holiday					
31	7:59	12:01	Holi-	day		

I CERTIFY on my honor that the above is a true and correct report to the hours of work performed and departure from office.

Verified to the prescribed office hours.

MARISEL A. LEORNA
Supervisor

VISAYAS STATE UNIVERSITY
BAYBAY CITY, LEYTE

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