

Civil Service Form 48

DAILY TIME RECORD **BAGARINAO, MARIEDITH I.** (NAME)

For the month of
January 1 - 31, 2023
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						Holiday
3-TUE						SPL
4-WED						SPL
5-THU	7:56	12:02	12:09	5:05		8hrs
6-FRI	7:49	12:01	12:19	5:00		8hrs
7-SAT						Off
8-SUN						Off
9-MON	7:04	12:03	12:07	5:10		8hrs
10-TUE	7:04	12:04	12:15	5:00	4mins	7hrs 56mins
11-WED	7:51	12:16	12:52	5:20		8hrs
12-THU						SL
13-FRI	8:00	12:01	12:07	5:03		8hrs
14-SAT						Off
15-SUN						Off
16-MON	7:33	12:40	12:46	5:08		8hrs
17-TUE	6:58	12:03	12:12	4:27		8hrs
18-WED	7:55	12:46	12:52	5:13		8hrs
19-THU	7:07	12:03	12:20	5:14	7mins	7hrs 53mins
20-FRI	7:53	12:00	12:12	5:22		8hrs
21-SAT						Off
22-SUN						Off
23-MON	7:55	12:00	12:07	5:09		8hrs
24-TUE	7:02	12:02	12:12	5:06	2mins	7hrs 58mins
25-WED	7:44	12:00	12:05	5:25		8hrs
26-THU	7:19	12:01	12:08	4:19		8hrs
27-FRI	7:51	12:00	12:09	5:10		8hrs
28-SAT						Off
29-SUN						Off
30-MON	7:51	12:00	12:07	5:08		8hrs
31-TUE	7:01	12:02	12:04	4:21		8hrs

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.


MARIEDITH I. BAGARINAO

VERIFIED as to prescribed office hours


RUTH O. ESCASINAS

Department Head
Department of Agronomy

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e Philippines

TE UNIVERSITY

City, Leyte

Stamp of Date of Receipt

N FOR LEAVE

(First)	(Middle)
Mariedith	Itang
5. SALARY (Monthly)	
Professor II	

F APPLICATION

6.b DETAILS OF LEAVE:

In case of vacation/Special Privilege leave:

- ☐ Within the Philippines :
☐ Abroad (Pls. Specify) :

In case of Sick leave:

- ☐ In Hospital (Pls. Specify) :
☒ Out Patient (Pls. Specify) : Rest

In case of Special Leave Benefits for Women:
(Specify Illness)

In case of Study leave:

- ☐ BAR/Board Examination Review
☐ Completion of Master's Degree
☐ Completion of Doctorate Degree
☐ Completion of PHD Degree

Other purpose:

- ☐ Monetization of Leave Credits
☐ Terminal Leave

6.d COMMUTATION

- ☒ Requested ☐ Not Requested


BAGARINAO, MARIEDITH I.

(Signature of Applicant)

ION ON APPLICATION

7.b RECOMMENDATION:

- ☒ For Approval
☐ For Disapproval due to:


RUTH O. ESCASINAS

Department of Agronomy

7.d DISAPPROVED due to:


DO E. TULIN

me and Signature)
ity President