

DAILY TIME RECORD**PUGOY, ROSALITO A.**

(NAME)

For the month of
December 1 - 31, 2021
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED	6:27	11:05	12:54	5:08		Absent
2-THU	6:31	11:03	12:55	5:04		Absent
3-FRI	6:27	11:04	12:50	5:05		Absent
4-SAT						Off
5-SUN						Off
6-MON	6:32	11:07	12:58	5:06		Absent
7-TUE	6:28	11:05	12:54	5:03		Absent
8-WED	6:30	11:09	12:50	5:08		Absent
9-THU	6:29	11:08	12:53	5:07		Absent
10-FRI	6:32	11:05	12:51	5:05		Absent
11-SAT						Off
12-SUN						Off
13-MON	FORCE LEAVE					Absent
14-TUE						Absent
15-WED						Absent
16-THU						Absent
17-FRI						Absent
18-SAT						Off
19-SUN						Off
20-MON	6:32	11:04	12:55	5:08		Absent
21-TUE	6:30	11:06	12:51	5:05		Absent
22-WED	6:31	11:08	12:53	5:07		Absent
23-THU	6:27	11:05	12:54	5:00		Absent
24-FRI	6:29	11:07	12:52	5:06		Absent
25-SAT						Off
26-SUN						Off
27-MON	6:31	11:04	12:50	5:05		Absent
28-TUE	6:27	11:07	12:51	5:08		Absent
29-WED	6:25	11:06	12:54	5:04		Absent
30-THU	HOLIDAY					Absent
31-FRI	6:30	11:08	12:52	5:06		Absent

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.

Rosalito A. Pugoy
ROSALITO A. PUGOY

VERIFIED as to prescribed office hours

Suzette B. Lina
SUZETTE B. LINA
Department Head
Department of Soil Science

DAILY TIME RECORD**CAPRICHIO, JOSEROSE B.**

(NAME)

For the month of
December 1 - 31, 2021
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED	8:00	12:05	12:45	5:10		Absent
2-THU	8:00	12:10	12:40	5:05		Absent
3-FRI	7:45	12:10	12:50	5:10		Absent
4-SAT						Off
5-SUN						Off
6-MON	8:00	12:10	12:45	5:10		Absent
7-TUE	8:00	12:10	12:50	5:10		Absent
8-WED	Holiday					Absent
9-THU	3 SLP					Absent
10-FRI						Absent
11-SAT						Off
12-SUN						Off
13-MON	7:50	12:05	12:50	5:10		Absent
14-TUE	7:45	12:10	12:50	5:05		Absent
15-WED	7:45	12:10	12:40	5:10		Absent
16-THU	8:00	12:10	12:45	5:05		Absent
17-FRI	8:00	12:10	12:40	5:10		Absent
18-SAT						Off
19-SUN						Off
20-MON	7:40	12:10	12:40	5:10		Absent
21-TUE	8:00	12:10	12:45	5:10		Absent
22-WED	8:00	12:05	12:50	5:10		Absent
23-THU	7:50	12:10	12:50	5:10		Absent
24-FRI	7:50	12:10	12:50	5:10		Absent
25-SAT						Off
26-SUN						Off
27-MON						Absent
28-TUE	Force leave					Absent
29-WED						Absent
30-THU	Holiday					Absent
31-FRI	Force leave					Absent

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.

Joserose B. Caprichio
JOSEROSE B. CAPRICHIO

VERIFIED as to prescribed office hours

Suzette B. Lina
SUZETTE B. LINA
Department Head
Department of Soil Science