

DAILY TIME RECORD**ESPINOSA, ELIZA D.**

(NAME)

For the month of

March 1 - 31, 2022

Official hours for arrival and departure

8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-TUE	8:00	12:00	1:00	5:00		
2-WED	8:00	12:00	1:00	5:00		
3-THU	8:00	12:00	1:00	5:00		
4-FRI	7:52	12:02	12:33	5:00		
5-SAT						Off
6-SUN						Off
7-MON	8:00	12:00	1:00	5:00		
8-TUE	8:00	12:00	1:00	5:00		
9-WED	8:00	12:00	1:00	5:00		
10-THU	8:00	12:00	1:00	5:00		
11-FRI	8:00	12:00	1:00	5:00		
12-SAT						Off
13-SUN						Off
14-MON	8:00	12:00	1:00	5:00		
15-TUE	8:00	12:00	1:00	5:00		
16-WED	8:00	12:00	1:00	5:00		
17-THU	7:58	12:02	1:00	5:00		
18-FRI	8:00	12:00	1:00	5:51		
19-SAT						Off
20-SUN						Off
21-MON	Online Basic Training Course for PCO					
22-TUE	8:00	12:55	1:00	5:00	8hrs	
23-WED	Online Basic Training Course for PCO					
24-THU						
25-FRI						
26-SAT						Off
27-SUN						Off
28-MON	8:00	12:00	1:00	5:00		
29-TUE	8:00	12:00	1:00	5:00		
30-WED	8:00	12:00	1:00	5:00		
31-THU	8:00	12:00	1:00	5:00		

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

Department Head

College of Forestry & Environmental Sciences