


DAILY TIME RECORD
ASIO, LUZ G.
(NAME)


For the month of
February 1 - 28, 2023
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED	6:54	12:02	12:07	6:02		8hrs
2-THU	7:44	12:00	12:08	5:09		8hrs
3-FRI	7:46	12:03	12:45	5:27		8hrs
4-SAT						Off
5-SUN						Off
6-MON						FL
7-TUE						FL
8-WED	7:41	12:02	12:58	5:11		8hrs
9-THU	7:17	12:00	12:09	5:06		8hrs
10-FRI	7:49	12:00	12:10	5:26		8hrs
11-SAT						Off
12-SUN						Off
13-MON						SL
14-TUE						SL
15-WED	7:50	12:01	12:13	5:33		8hrs
16-THU	7:43	12:06	12:13	5:21		8hrs
17-FRI	7:41	12:00	12:13	5:10		8hrs
18-SAT						Off
19-SUN						Off
20-MON	7:53	12:07	12:09	5:07		8hrs
21-TUE	7:33	12:04	12:16	5:10		8hrs
22-WED	7:51	12:11	12:13	5:06		8hrs
23-THU	7:31	12:11	12:16	5:08		8hrs
24-FRI						Holiday
25-SAT						Off
26-SUN						Off
27-MON	7:40	12:04	12:20	5:09		8hrs
28-TUE	6:41	12:07	12:20	5:04		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.


LUZ G. ASIO

VERIFIED as to prescribed office hours


RUTH O. ESCASINAS
Department Head
Department of Agronomy

the Philippines

TE UNIVERSITY
y City, Leyte

Stamp of Date of Receipt

ON FOR LEAVE

(First)	(Middle)
Luz	Geneston
5. SALARY (Monthly)	
Professor II	
F APPLICATION	
iver	6.b DETAILS OF LEAVE: In case of vacation/Special Privilege leave: <input type="checkbox"/> Within the Philippines : <input type="checkbox"/> Abroad (Pls. Specify) : In case of Sick leave: <input type="checkbox"/> In Hospital (Pls. Specify) : <input type="checkbox"/> Out Patient (Pls. Specify) : In case of Special Leave Benefits for Women: (Specify Illness) In case of Study leave: <input type="checkbox"/> BAR/Board Examination Review <input type="checkbox"/> Completion of Master's Degree <input type="checkbox"/> Completion of Doctorate Degree <input type="checkbox"/> Completion of PHD Degree Other purpose: <input type="checkbox"/> Monetization of Leave Credits <input type="checkbox"/> Terminal Leave
	6.d COMMUTATION <input checked="" type="checkbox"/> Requested <input type="checkbox"/> Not Requested
ASIO, LUZ G. (Signature of Applicant)	

ON ON APPLICATION

ave	7.b RECOMMENDATION: <input checked="" type="checkbox"/> For Approval <input type="checkbox"/> For Disapproval due to:
	RUTH O. ESCASINAS Department of Agronomy
7.d DISAPPROVED due to:	


E. TULIN