

DAILY TIME RECORD**POGOSA, JIMMY O.**

(NAME)

For the month of
September 1 - 30, 2021
 Official hours for arrival and
 departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED	7:45	12:05	12:55	5:20		
2-THU	7:50	12:06	12:45	5:30		
3-FRI	7:40	12:08	12:48	5:27		
4-SAT						Off
5-SUN						Off
6-MON	7:48	12:09	12:50	5:25		
7-TUE	7:55	12:10	12:49	5:35		
8-WED	7:47	12:05	12:50	5:29		
9-THU	7:30	12:07	12:47	5:30		
10-FRI	7:43	12:10	12:55	5:28		
11-SAT						Off
12-SUN						Off
13-MON	7:49	12:05	12:45	5:20		
14-TUE	7:55	12:10	12:53	5:30		
15-WED	7:44	12:15	12:55	5:24		
16-THU	7:30	12:13	12:50	5:37		
17-FRI	7:35	12:10	12:54	5:22		
18-SAT						Off
19-SUN						Off
20-MON	7:40	12:05	12:45	5:28		
21-TUE	7:58	12:15	12:48	5:30		
22-WED	7:44	12:09	12:44	5:28		
23-THU	7:35	12:00	12:55	5:35		
24-FRI	7:28	12:12	12:50	5:20		
25-SAT						Off
26-SUN						Off
27-MON	7:50	12:10	12:50	5:34		
28-TUE	7:45	12:15	12:58	5:20		
29-WED	7:30	12:12	12:53	5:30		
30-THU	7:33	12:05	12:50	5:25		

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.



JIMMY O. POGOSA

VERIFIED as to prescribed office hours

ELIZA D. ESPINOSA

Department Head
 Institute of Tropical Ecology & Envi. Mgmt.