#### Civil Service Form 48

# **DAILY TIME RECORD** GORRE, ELVIRA B.

For the month of January 1 - 31, 2023 Official hours for arrival and departure 8:00AM - 5:00PM

Day	AM		PM		т/П	Total
	IN	OUT	IN	OUT	T/U	Total
1-SUN						Off
2-MON						Holiday
3-TUE	7:41	12:47	12:54	5:02		8hrs
4-WED	7:52	12:08	12:57	5:11		8hrs
5-THU	7:48	12:16	12:49	5:13		8hrs
6-FRI	7:58	12:25	12:41	5:42		8hrs
7-SAT						Off
8-SUN			1:18	5:00		3hrs 42mins
9-mon	8:07	12:08	12:52	5:15	7mins	7hrs 53mins
10-TUE	8:02	12:03	12:57	5:22	2mins	7hrs 58mins
11-WED	7:57	12:07	12:32	5:03		8hrs
<b>12-</b> THU	7:53	12:02	12:40	5:00		8hrs
13-FRI	8:25	12:44	12:54	5:59	25mins	7hrs 35mins
<b>14-</b> SAT	10:16	12:10	12:39	3:55		5hrs 10mins
15-SUN						Off
16-MON	8:02	12:16	12:52	5:51	2mins	7hrs 58mins
<b>17-</b> TUE	8:02	12:03	12:47	5:04	2mins	7hrs 58mins
18-WED	7:57	12:09	12:37	5:10		8hrs
<b>19-</b> THU	7:59	12:13	12:49	5:00		8hrs
20-FRI	7:51	12:06	12:50	5:00		8hrs
21-SAT						Off
22-SUN						Off
23-MON	8:00	12:09	12:31	5:01		8hrs
24-TUE	7:57	12:12	12:41	5:08		8hrs
25-WED	8:00	12:45	12:50	6:13		8hrs
<b>26-</b> THU	7:57	12:51	12:52	5:13		8hrs
27-FRI	8:03	12:38	12:53	6:08	3mins	7hrs 57mins
28-SAT						Off
29-SUN						Off
<b>30-</b> MON	7:57	12:20	12:49	5:38		8hrs
31-TUE	7:49	12:14	12:58	5:15		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.

## **ELVIRA B. GORRE**

VERIFIED as to prescribed office hours

### **ELIZA D. ESPINOSA**

Department Head Institute of Tropical Ecology & Envi. Mgmt.

# **DAILY TIME RECORD** GORRE, ELVIRA B. (NAME)

For the month of January 1 - 31, 2023 Official hours for arrival and departure 8:00AM - 5:00PM

Type	Darr	AM		PM		тит	Takal
2-MON	Day	IN	OUT	IN	OUT	1,0	10tai
3-TUE         7:41         12:47         12:54         5:02         8hrs           4-WED         7:52         12:08         12:57         5:11         8hrs           5-THU         7:48         12:16         12:49         5:13         8hrs           6-FRI         7:58         12:25         12:41         5:42         8hrs           7-SAT	1-sun						Off
4-wed         7:52         12:08         12:57         5:11         8hrs           5-THU         7:48         12:16         12:49         5:13         8hrs           6-FRI         7:58         12:25         12:41         5:42         8hrs           7-SAT	2-MON						Holiday
5-THU         7:48         12:16         12:49         5:13         8hrs           6-FRI         7:58         12:25         12:41         5:42         8hrs           7-SAT         1         5:00         3hrs 42mins           8-SUN         1:18         5:00         3hrs 42mins           9-MON         8:07         12:08         12:52         5:15         7mins         7hrs 53mins           10-TUE         8:02         12:03         12:57         5:22         2mins         7hrs 58mins           11-WED         7:57         12:07         12:32         5:03         8hrs           12-THU         7:53         12:02         12:40         5:00         8hrs           13-FRI         8:25         12:44         12:54         5:59         25mins         7hrs 35mins           14-SAT         10:16         12:10         12:39         3:55         5hrs 10mins           15-SUN         0ff         0ff         0ff           16-MON         8:02         12:16         12:52         5:51         2mins         7hrs 58mins           17-TUE         8:02         12:03         12:47         5:04         2mins         7hrs 58mins      <	3-TUE	7:41	12:47	12:54	5:02		8hrs
6-FRI         7:58         12:25         12:41         5:42         8hrs           7-SAT         1:18         5:00         3hrs 42mins           8-SUN         12:08         12:52         5:15         7mins         7hrs 53mins           10-TUE         8:02         12:03         12:57         5:22         2mins         7hrs 58mins           11-WED         7:57         12:07         12:32         5:03         8hrs           12-THU         7:53         12:02         12:40         5:00         8hrs           13-FRI         8:25         12:44         12:54         5:59         25mins         7hrs 35mins           14-SAT         10:16         12:10         12:39         3:55         5hrs 10mins           15-SUN	4-WED	7:52	12:08	12:57	5:11		8hrs
7-SAT         Image: color of the colo	5-тни	7:48	12:16	12:49	5:13		8hrs
8-SUN         8:07         12:08         12:52         5:15         7mins         7hrs 53mins           10-TUE         8:02         12:03         12:57         5:22         2mins         7hrs 58mins           11-WED         7:57         12:07         12:32         5:03         8hrs           12-THU         7:53         12:02         12:40         5:00         8hrs           13-FRI         8:25         12:44         12:54         5:59         25mins         7hrs 35mins           14-SAT         10:16         12:10         12:39         3:55         5hrs 10mins           15-SUN         Image: Control of the cont	6-FRI	7:58	12:25	12:41	5:42		8hrs
9-MON         8:07         12:08         12:52         5:15         7mins         7hrs 53mins           10-TUE         8:02         12:03         12:57         5:22         2mins         7hrs 58mins           11-WED         7:57         12:07         12:32         5:03         8hrs           12-THU         7:53         12:02         12:40         5:00         8hrs           13-FRI         8:25         12:44         12:54         5:59         25mins         7hrs 35mins           14-SAT         10:16         12:10         12:39         3:55         5hrs 10mins           15-SUN	7-SAT						Off
10-TUE         8:02         12:03         12:57         5:22         2mins         7hrs 58mins           11-WED         7:57         12:07         12:32         5:03         8hrs           12-THU         7:53         12:02         12:40         5:00         8hrs           13-FRI         8:25         12:44         12:54         5:59         25mins         7hrs 35mins           14-SAT         10:16         12:10         12:39         3:55         5hrs 10mins           15-SUN	8-sun			1:18	5:00		3hrs 42mins
11-WED       7:57       12:07       12:32       5:03       8hrs         12-THU       7:53       12:02       12:40       5:00       8hrs         13-FRI       8:25       12:44       12:54       5:59       25mins       7hrs 35mins         14-SAT       10:16       12:10       12:39       3:55       5hrs 10mins         15-SUN	9-mon	8:07	12:08	12:52	5:15	7mins	7hrs 53mins
12-THU       7:53       12:02       12:40       5:00       8hrs         13-FRI       8:25       12:44       12:54       5:59       25mins       7hrs 35mins         14-SAT       10:16       12:10       12:39       3:55       5hrs 10mins         15-SUN       Coff       Off         16-MON       8:02       12:16       12:52       5:51       2mins       7hrs 58mins         17-TUE       8:02       12:03       12:47       5:04       2mins       7hrs 58mins         18-WED       7:57       12:09       12:37       5:10       8hrs         19-THU       7:59       12:13       12:49       5:00       8hrs         20-FRI       7:51       12:06       12:50       5:00       8hrs         21-SAT       Coff       Off       Off         23-MON       8:00       12:09       12:31       5:01       8hrs         24-TUE       7:57       12:12       12:41       5:08       8hrs         25-WED       8:00       12:45       12:50       6:13       8hrs         27-FRI       8:03       12:38       12:53       6:08       3mins       7hrs 57mins <td< td=""><td>10-TUE</td><td>8:02</td><td>12:03</td><td>12:57</td><td>5:22</td><td>2mins</td><td>7hrs 58mins</td></td<>	10-TUE	8:02	12:03	12:57	5:22	2mins	7hrs 58mins
13-FRI       8:25       12:44       12:54       5:59       25mins       7hrs 35mins         14-SAT       10:16       12:10       12:39       3:55       5hrs 10mins         15-SUN       Coff       Coff         16-MON       8:02       12:16       12:52       5:51       2mins       7hrs 58mins         17-TUE       8:02       12:03       12:47       5:04       2mins       7hrs 58mins         18-WED       7:57       12:09       12:37       5:10       8hrs         19-THU       7:59       12:13       12:49       5:00       8hrs         20-FRI       7:51       12:06       12:50       5:00       8hrs         21-SAT       Coff       Off       0ff         23-MON       8:00       12:09       12:31       5:01       8hrs         24-TUE       7:57       12:12       12:41       5:08       8hrs         25-WED       8:00       12:45       12:50       6:13       8hrs         26-THU       7:57       12:51       12:52       5:13       8hrs         27-FRI       8:03       12:38       12:53       6:08       3mins       7hrs 57mins <t< td=""><td>11-WED</td><td>7:57</td><td>12:07</td><td>12:32</td><td>5:03</td><td></td><td>8hrs</td></t<>	11-WED	7:57	12:07	12:32	5:03		8hrs
14-SAT       10:16       12:10       12:39       3:55       5hrs 10mins         15-SUN       Coff       00ff         16-MON       8:02       12:16       12:52       5:51       2mins       7hrs 58mins         17-TUE       8:02       12:03       12:47       5:04       2mins       7hrs 58mins         18-WED       7:57       12:09       12:37       5:10       8hrs         19-THU       7:59       12:13       12:49       5:00       8hrs         20-FRI       7:51       12:06       12:50       5:00       8hrs         21-SAT       Off       Off       00ff         23-MON       8:00       12:09       12:31       5:01       8hrs         24-TUE       7:57       12:12       12:41       5:08       8hrs         25-WED       8:00       12:45       12:50       6:13       8hrs         26-THU       7:57       12:51       12:52       5:13       8hrs         27-FRI       8:03       12:38       12:53       6:08       3mins       7hrs 57mins         28-SAT       Off         30-MON       7:57       12:20       12:49       5:38       8hrs </td <td><b>12-</b>THU</td> <td>7:53</td> <td>12:02</td> <td>12:40</td> <td>5:00</td> <td></td> <td>8hrs</td>	<b>12-</b> THU	7:53	12:02	12:40	5:00		8hrs
15-SUN	13-FRI	8:25	12:44	12:54	5:59	25mins	7hrs 35mins
16-MON         8:02         12:16         12:52         5:51         2mins         7hrs 58mins           17-TUE         8:02         12:03         12:47         5:04         2mins         7hrs 58mins           18-WED         7:57         12:09         12:37         5:10         8hrs           19-THU         7:59         12:13         12:49         5:00         8hrs           20-FRI         7:51         12:06         12:50         5:00         8hrs           21-SAT         Off         Off         Off           23-MON         8:00         12:09         12:31         5:01         8hrs           24-TUE         7:57         12:12         12:41         5:08         8hrs           25-WED         8:00         12:45         12:50         6:13         8hrs           26-THU         7:57         12:51         12:52         5:13         8hrs           27-FRI         8:03         12:38         12:53         6:08         3mins         7hrs 57mins           28-SAT         Off           30-MON         7:57         12:20         12:49         5:38         8hrs	<b>14-</b> SAT	10:16	12:10	12:39	3:55		5hrs 10mins
17-TUE         8:02         12:03         12:47         5:04         2mins         7hrs 58mins           18-WED         7:57         12:09         12:37         5:10         8hrs           19-THU         7:59         12:13         12:49         5:00         8hrs           20-FRI         7:51         12:06         12:50         5:00         8hrs           21-SAT         Off         Off           22-SUN         Off         Off           23-MON         8:00         12:09         12:31         5:01         8hrs           24-TUE         7:57         12:12         12:41         5:08         8hrs           25-WED         8:00         12:45         12:50         6:13         8hrs           26-THU         7:57         12:51         12:52         5:13         8hrs           27-FRI         8:03         12:38         12:53         6:08         3mins         7hrs 57mins           28-SAT         Off           29-SUN         Off         Off           30-MON         7:57         12:20         12:49         5:38         8hrs	15-sun						Off
18-WED         7:57         12:09         12:37         5:10         8hrs           19-THU         7:59         12:13         12:49         5:00         8hrs           20-FRI         7:51         12:06         12:50         5:00         8hrs           21-SAT         COff         Off           22-SUN         Off         Off           23-MON         8:00         12:09         12:31         5:01         8hrs           24-TUE         7:57         12:12         12:41         5:08         8hrs           25-WED         8:00         12:45         12:50         6:13         8hrs           26-THU         7:57         12:51         12:52         5:13         8hrs           27-FRI         8:03         12:38         12:53         6:08         3mins         7hrs 57mins           28-SAT         Off           29-SUN         Off         Off           30-MON         7:57         12:20         12:49         5:38         8hrs	16-MON	8:02	12:16	12:52	5:51	2mins	7hrs 58mins
19-THU         7:59         12:13         12:49         5:00         8hrs           20-FRI         7:51         12:06         12:50         5:00         8hrs           21-SAT         Coff         Off           22-SUN         Off         Off           23-MON         8:00         12:09         12:31         5:01         8hrs           24-TUE         7:57         12:12         12:41         5:08         8hrs           25-WED         8:00         12:45         12:50         6:13         8hrs           26-THU         7:57         12:51         12:52         5:13         8hrs           27-FRI         8:03         12:38         12:53         6:08         3mins         7hrs 57mins           28-SAT         Off         Off           29-SUN         Incompany         Off         Off           30-MON         7:57         12:20         12:49         5:38         8hrs	<b>17-</b> TUE	8:02	12:03	12:47	5:04	2mins	7hrs 58mins
20-FRI       7:51       12:06       12:50       5:00       8hrs         21-SAT       Off       Off         22-SUN       Off       Off         23-MON       8:00       12:09       12:31       5:01       8hrs         24-TUE       7:57       12:12       12:41       5:08       8hrs         25-WED       8:00       12:45       12:50       6:13       8hrs         26-THU       7:57       12:51       12:52       5:13       8hrs         27-FRI       8:03       12:38       12:53       6:08       3mins       7hrs 57mins         28-SAT       Off         29-SUN       Off         30-MON       7:57       12:20       12:49       5:38       8hrs	18-WED	7:57	12:09	12:37	5:10		8hrs
21-SAT         Off           22-SUN         Off           23-MON         8:00         12:09         12:31         5:01         8hrs           24-TUE         7:57         12:12         12:41         5:08         8hrs           25-WED         8:00         12:45         12:50         6:13         8hrs           26-THU         7:57         12:51         12:52         5:13         8hrs           27-FRI         8:03         12:38         12:53         6:08         3mins         7hrs 57mins           28-SAT         Off           29-SUN         Off           30-MON         7:57         12:20         12:49         5:38         8hrs	<b>19-</b> THU	7:59	12:13	12:49	5:00		8hrs
22-SUN       Coff         23-MON       8:00       12:09       12:31       5:01       8hrs         24-TUE       7:57       12:12       12:41       5:08       8hrs         25-WED       8:00       12:45       12:50       6:13       8hrs         26-THU       7:57       12:51       12:52       5:13       8hrs         27-FRI       8:03       12:38       12:53       6:08       3mins       7hrs 57mins         28-SAT       Off         29-SUN       Off         30-MON       7:57       12:20       12:49       5:38       8hrs	20-FRI	7:51	12:06	12:50	5:00		8hrs
23-MON       8:00       12:09       12:31       5:01       8hrs         24-TUE       7:57       12:12       12:41       5:08       8hrs         25-WED       8:00       12:45       12:50       6:13       8hrs         26-THU       7:57       12:51       12:52       5:13       8hrs         27-FRI       8:03       12:38       12:53       6:08       3mins       7hrs 57mins         28-SAT       Off         29-SUN       Off         30-MON       7:57       12:20       12:49       5:38       8hrs	21-SAT						Off
24-TUE       7:57       12:12       12:41       5:08       8hrs         25-WED       8:00       12:45       12:50       6:13       8hrs         26-THU       7:57       12:51       12:52       5:13       8hrs         27-FRI       8:03       12:38       12:53       6:08       3mins       7hrs 57mins         28-SAT       Off         29-SUN       Off         30-MON       7:57       12:20       12:49       5:38       8hrs	22-SUN						Off
25-WED       8:00       12:45       12:50       6:13       8hrs         26-THU       7:57       12:51       12:52       5:13       8hrs         27-FRI       8:03       12:38       12:53       6:08       3mins       7hrs 57mins         28-SAT       Off         29-SUN       Off         30-MON       7:57       12:20       12:49       5:38       8hrs	23-MON	8:00	12:09	12:31	5:01		8hrs
26-THU       7:57       12:51       12:52       5:13       8hrs         27-FRI       8:03       12:38       12:53       6:08       3mins       7hrs 57mins         28-SAT       Off         29-SUN       Off         30-MON       7:57       12:20       12:49       5:38       8hrs	24-TUE	7:57	12:12	12:41	5:08		8hrs
27-FRI     8:03     12:38     12:53     6:08     3mins     7hrs 57mins       28-SAT     Off       29-SUN     Off       30-MON     7:57     12:20     12:49     5:38     8hrs	25-WED	8:00	12:45	12:50	6:13		8hrs
28-SAT         Off           29-SUN         Off           30-MON         7:57         12:20         12:49         5:38         8hrs	26-THU	7:57	12:51	12:52	5:13		8hrs
29-SUN         Off           30-MON         7:57         12:20         12:49         5:38         8hrs	27-FRI	8:03	12:38	12:53	6:08	3mins	7hrs 57mins
30-моn 7:57 12:20 12:49 5:38 8hrs	28-SAT						Off
	29-sun						Off
31-TUE 7:49 12:14 12:58 5:15 8hrs	30-mon	7:57	12:20	12:49	5:38		8hrs
	31-TUE	7:49	12:14	12:58	5:15		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.

## **ELVIRA B. GORRE**

VERIFIED as to prescribed office hours

### **ELIZA D. ESPINOSA**

Department Head Institute of Tropical Ecology & Envi. Mgmt.