

DAILY TIME RECORD**ALCOBER, ED ALLAN L.**

(NAME)

For the month of

May 1 - 31, 2022

Official hours for arrival and departure

8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SUN		SUNDAY				Off
2-MON	7:40	12:10	12:53	5:02		8hrs
3-TUE		HOLIDAY				Holiday
4-WED	7:48	12:00	1:00	5:00		8hrs
5-THU	ON LEAVE					Absent
6-FRI						Absent
7-SAT		Cat				Off
8-SUN		Sun				Off
9-MON		HOLIDAY				Holiday
10-TUE	7:40	12:02	1:12	5:02		8hrs
11-WED	7:45	12:02	12:55	5:06		8hrs
12-THU	7:32	12:00	12:57	5:02		8hrs
13-FRI	TEAM BUILDING					Absent
14-SAT						Off
15-SUN		Sun				Off
16-MON	7:55	12:01	12:59	5:01		8hrs
17-TUE	7:39	12:00	12:57	5:08		8hrs
18-WED	7:30	12:01	1:10	5:02		8hrs
19-THU	7:49	12:03	1:00	5:06		8hrs
20-FRI	8:17	12:02	1:00	5:17	4hrs	8hrs
21-SAT		Cat				Off
22-SUN		Sun				Off
23-MON	7:48	12:00	12:55	5:08		8hrs
24-TUE	8:13	12:03	12:57	5:00	7mins	7hrs 53mins
25-WED	7:40	12:01	12:55	5:02		8hrs
26-THU	7:59	12:01	12:55	5:09		8hrs
27-FRI	8:13	12:03	1:01	5:06	14mins	7hrs 46mins
28-SAT		Cat				Off
29-SUN		Sun				Off
30-MON	8:10	12:02	12:58	5:04	2mins	7hrs 58mins
31-TUE	8:00	12:00	12:19	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.



ED ALLAN L. ALCOBER

VERIFIED as to prescribed office hours



RUTH O. ESCASINAS

Department Head
Department of Agronomy