

**DAILY TIME RECORD****MODINA, RIS MENOEL R.**

(NAME)


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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON	8:10	12:00	13:00	17:00		Absent
2-TUE	8:10	12:00	13:00	17:00		Absent
3-WED	9:00	12:00	13:00	17:00		Absent
4-THU	8:10	12:00	13:00	17:00		Absent
5-FRI	8:15	12:00	13:00	17:00		Absent
6-SAT					Off	
7-SUN					Off	
8-MON	Holiday					Absent
9-TUE	8:20	12:00	13:00	17:00		Absent
10-WED	8:25	12:00	13:00	17:00		Absent
11-THU	8:40	12:00	13:00	17:00		Absent
12-FRI	8:35	12:00	13:00	17:00		Absent
13-SAT					Off	
14-SUN					Off	
15-MON	8:30	12:00	13:00	17:00		Absent
16-TUE	Official Travel					Absent
17-WED						Absent
18-THU						Absent
19-FRI						Absent
20-SAT					Off	
21-SUN					Off	
22-MON						Absent
23-TUE						Absent
24-WED						Absent
25-THU						Absent
26-FRI						Absent
27-SAT					Off	
28-SUN					Off	
29-MON						Absent
30-TUE						Absent

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.

  
**RIS MENOEL R. MODINA**

VERIFIED as to prescribed office hours

  
**ANALYN M. MAZO**  
 Department Head  
 Department of Biological Sciences

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(NAME)

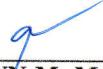
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23-TUE						Absent
24-WED						Absent
25-THU						Absent
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