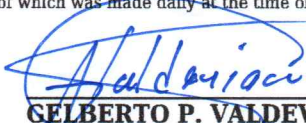


DAILY TIME RECORD
VALDEVIESO, GELBERTO P.
(NAME)

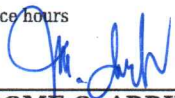
For the month of
March 1 - 31, 2023
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED						OB
2-THU	7:57	12:04	12:07	5:08		8hrs
3-FRI						OB
4-SAT						OB
5-SUN						Off
6-MON						OB
7-TUE	8:07	12:02	12:13	5:13	7mins	7hrs 53mins
8-WED						OB
9-THU	7:58	12:03	12:06	5:02		8hrs
10-FRI						OB
11-SAT						Off
12-SUN						Off
13-MON	8:02	12:00	12:30	5:04	2mins	7hrs 58mins
14-TUE	7:55	12:02	12:44	5:00		8hrs
15-WED						OB
16-THU	7:58	12:01	12:07	5:12		8hrs
17-FRI						OB
18-SAT						Off
19-SUN						Off
20-MON	7:43	12:03	12:10	5:01		8hrs
21-TUE						OB
22-WED	7:57	12:00	12:24	5:00		8hrs
23-THU						OB
24-FRI	8:04	12:02	12:14	5:00	4mins	7hrs 56mins
25-SAT						Off
26-SUN						Off
27-MON	7:22	12:02	12:15	5:01		8hrs
28-TUE						OB
29-WED	7:53	12:01	12:46	5:02		8hrs
30-THU						OB
31-FRI						SL

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.


GELBERTO P. VALDEVIESO

VERIFIED as to prescribed office hours


JEROME O. ARRIBADO
Department Head
Farm Resource Management Institute



OFFICE OF THE DIRECTOR
FOR PHYSICAL PLANT

Visca, Baybay City, Leyte, PHILIPPINES
Telefax: 1041(LOCAL)
Email: www.ppo.@vsu.edu.ph
Website: www.vsu.edu.ph

Number: 000121
Location: Brgy. New Taligue, Abuyog
Leyte
Who will report: ITEEM, TED
Location of Aquilaria spp. in the plantation at Brgy. New

Office/Center/Project	Contact Number(s)

Requesting party:

JIMMY O. POGOSA
Study Leader, ECO-SAP

Approved:

ELIZA D. ESPINOSA

(Director/Center Director/Agency Head)

accountable for and are responsible for reporting any vehicle

Fuel & Lubricant Issued/Used	Departure/ Time Out	Odometer/Mileage Out
	6:00 AM	
Fuel & Lubricant Balanced	Arrival/ Time In	Odometer/Mileage In
	5:10 PM	

Vehicle involved in accident
while in your custody?

Was the vehicle used other than
official government business?

Yes/No (Specify) ☐ No ☐ Yes (Specify) ☐ No

Signature of Requesting Party

Position

Driver's OVER ALL RATING

- ☐ 1. - Poor ☐ 2. - Fair
☐ 3. - Good ☐ 4. - Very Good
☐ 5. - Excellent

Comments & Suggestions

Signature