

DAILY TIME RECORD

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	8:37	12:34	5:02	37mins	7hrs 23mins	
2-THU	8:29	12:28	5:02	29mins	7hrs 31mins	
3-FRI	9:00	12:55		5hrs	3hrs	
4-SAT					Off	
5-SUN					Off	
6-MON	8:34	12:35	5:03	34mins	7hrs 26mins	
7-TUE	8:41	12:36	5:02	41mins	7hrs 19mins	
8-WED	8:31	12:37	5:02	31mins	7hrs 29mins	
9-THU	8:28	12:25	5:00	28mins	7hrs 32mins	
10-FRI	8:33		12:42	5:01	4hrs	
11-SAT					Off	
12-SUN					Off	
13-MON	7:47	12:24	5:06		8hrs	
14-TUE	7:10	12:17	5:01		8hrs	
15-WED	7:44	12:22	5:00		8hrs	
16-THU	7:47	12:38	5:01		8hrs	
17-FRI	7:54	12:37	5:07		8hrs	
18-SAT					Off	
19-SUN					Off	
20-MON	7:59	12:24	5:14	12mins	7hrs 48mins	
21-TUE	7:52	12:24	5:00		8hrs	
22-WED	7:39	12:28	5:01		8hrs	
23-THU	7:50	12:35	5:06		8hrs	
24-FRI	7:46	12:07	5:01		8hrs	
25-SAT					Off	
26-SUN					Off	
27-MON	7:43	12:06	5:01		8hrs	
28-TUE	7:48	12:11	5:01		8hrs	
29-WED	7:36	12:17	5:01		8hrs	
30-THU	7:54	12:11	5:00		8hrs	
31-FRI	7:41	12:09	5:25		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.

MA. ZAIDA A. FLORES

VERIFIED as to prescribed office hours

LUZ O. MORENO

Department Head
National Abaca Research Center