

DAILY TIME RECORD**CESAR, SENONA A.**

(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	Holi day					Absent
2-TUE	W F H					Absent
3-WED	W F H					Absent
4-THU	8:05	12:00	13:00	17:10		Absent
5-FRI	7:02	12:00	13:00	17:00		Absent
6-SAT						Off
7-SUN						Off
8-MON	Holi day					Absent
9-TUE	7:08	12:00	13:00	17:10		Absent
10-WED	8:10	12:00	13:00	16:00	5:30 - 7:00 class at home	Absent
11-THU	8:00	12:00	13:00	17:55		Absent
12-FRI	7:10	12:00	13:00	17:10		Absent
13-SAT						Off
14-SUN						Off
15-MON	7:58	12:00	13:00	16:00	5:30 - 7:00 class at home	Absent
16-TUE	7:23	12:00	13:00	17:10		Absent
17-WED	7:10	12:00	13:00	17:00	5:30 - 7:00 class at home	Absent
18-THU	8:25	12:00	13:00	17:10		Absent
19-FRI	7:15	12:00	13:00	17:15		Absent
20-SAT						Off
21-SUN						Off
22-MON	8:10	12:00	13:00	16:15	17:30 - 19:00 class at home	Absent
23-TUE	7:20	12:00	13:00	16:15	16:30 - 18:00 class at home	Absent
24-WED	W F H					Absent
25-THU	7:50	12:00	13:00	17:10		Absent
26-FRI	7:25	12:00	13:00	17:35		Absent
27-SAT						Off
28-SUN						Off
29-MON	8:45	12:00	13:00	16:10	5:30 - 7:00 class at home	Absent
30-TUE	Holi day					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.


SENONA A. CESAR

VERIFIED as to prescribed office hours


ANALYN M. MAZO

Department Head
Department of Biological Sciences

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