

DAILY TIME RECORD  
ARMECIN, ROMEL B.  
(NAME)

For the month of  
November 1 - 30, 2022  
Official hours for arrival and departure  
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-TUE						Holiday
2-WED						FL
3-THU	7:25	11:42	1:20	5:10		8hrs
4-FRI	7:29	11:35	1:13	5:17		8hrs
5-SAT						Off
6-SUN						Off
7-MON						FL
8-TUE						SL
9-WED	7:22	12:01	1:24	5:33	24mins	7hrs 36mins
10-THU	8:00	12:05	1:02	5:37	2mins	7hrs 58mins
11-FRI	7:27	11:56	1:08	4:50	22mins	7hrs 38mins
12-SAT						Off
13-SUN						Off
14-MON	7:06	11:46	12:56	5:05	14mins	7hrs 46mins
15-TUE	7:26	11:32	1:05	5:50	33mins	7hrs 27mins
16-WED	7:51	12:00	1:02	5:33	2mins	7hrs 58mins
17-THU						OB
18-FRI						OB
19-SAT						Off
20-SUN						Off
21-MON	7:26	12:01	12:58	5:37		8hrs
22-TUE	7:38	12:03	1:04	5:07	4mins	7hrs 56mins
23-WED	7:34	11:47	12:58	5:31	13mins	7hrs 47mins
24-THU	7:25	11:28	12:48	4:57	35mins	7hrs 25mins
25-FRI	7:24	11:53	1:01	5:01	8mins	7hrs 52mins
26-SAT						Off
27-SUN						Off
28-MON	7:15	12:12	12:39	5:20		8hrs
29-TUE	6:58	12:52	12:53	5:24		8hrs
30-WED						Holiday

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.

ROMEL B. ARMECIN

VERIFIED as to prescribed office hours

MARIA JULIET C. CENIZA  
Vice President  
Office of the Vice President for Research, Extension and Innovation

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