

DAILY TIME RECORD  
COME, RENEZITA S.

(NAME)

For the month of  
August 1 - 31, 2024  
Official hours for arrival and departure  
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-THU						CDO
2-FRI						CDO
3-SAT						Off
4-SUN						Off
5-MON						CDO
6-TUE						FL
7-WED						FL
8-THU	7:58	12:13	12:13	5:40		8hrs
9-FRI	7:53	12:17	12:17	5:50		8hrs
10-SAT						Off
11-SUN						Off
12-MON	7:57	12:24	12:51	5:17		8hrs
13-TUE	7:18	12:30	12:35	5:25		8hrs
14-WED	7:43	12:00	12:05	5:21		8hrs
15-THU	7:36	12:33	12:33	5:54		8hrs
16-FRI	7:38	12:10	12:15	5:20		8hrs
17-SAT						Off
18-SUN						Off
19-MON	7:55	12:18	12:20	5:25		8hrs
20-TUE						OB
21-WED						OB
22-THU						OB
23-FRI						OB
24-SAT						OB
25-SUN						OB
26-MON						Holiday
27-TUE	7:55	12:13	12:13	5:27		8hrs
28-WED	7:11	12:28	12:28	6:45		8hrs
29-THU						OB
30-FRI						OB
31-SAT						Off

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.

RENEZITA S. COME

VERIFIED as to prescribed office hours

ANGELICA P. BALDOS

Department Head  
Department of Forest Science

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