

DAILY TIME RECORD
PALMA, JEANIE ROSE D.

(NAME)

For the month of
August 1 - 31, 2025
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-FRI						FL
2-SAT						Off
3-SUN						Off
4-MON						FL
5-TUE	7:53	12:18	12:36	5:06		8hrs
6-WED	7:56	12:00	12:01	5:04		8hrs
7-THU	7:57	12:06	12:56	5:08		8hrs
8-FRI						SL
9-SAT						Off
10-SUN						Off
11-MON	7:57	12:09	12:10	5:05		8hrs
12-TUE	7:58	12:23	12:28	5:12		8hrs
13-WED	7:55	12:08	12:10	5:08		8hrs
14-THU	7:55	12:03	12:23	5:05		8hrs
15-FRI	8:01	12:02	12:25	5:11	1min	7hrs 59mins
16-SAT						Off
17-SUN						Off
18-MON						SLP
19-TUE						SLP
20-WED						OB
21-THU						OB
22-FRI						OB
23-SAT						Off
24-SUN						Off
25-MON						Holiday
26-TUE						VL
27-WED						CDO
28-THU						CDO
29-FRI						CDO
30-SAT						Off
31-SUN						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.

JEANIE ROSE D. PALMA

VERIFIED as to prescribed office hours

MARLON M. TAMBIS

Director
Philippine Root Crops Research & Training Center

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