ivil Service Form 48

DAILY TIME RECORD BANDIBAS, YHENA L. (NAME)

For the month of January 1 - 31, 2022 Official hours for arrival and departure 8:00AM - 5:00PM

D	1	AM	1	PM	T/U	Total
Day	IN	OUT	IN	OUT	1/0	Total
1-SAT						Off
2-sun						Off
3-MON	1					
4-TUE						
5-WED		TEACH	er's	LEAVE		
6-тни						
7-FRI						
8-SAT						Off
9-SUN						Off
10-MON	SICH	LEAVE				
11- TUE	SICK					
12-WED	WF					
13- THU	WF					
14-FRI	WF					
15-SAT						Off
16 -sun						Off
17-MON	WF	+				
18-TUE	WF	H				
19-WED		12:00	1:00	5:15		
20-тни	8:00		12:50	5:05		
21-FRI	WFF					
22-SAT						Off
23-SUN						Off
24-MON	WFH					
25-TUE	WFH					
26-WED	WFH					
27-THU	WFH					
28-FRI	with	+				
29-SAT						Off
30-sun						Off
31-MON	8:00	12:15	12:45	5:05		

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

YHENA'L. BANDIBAS

VERIFIED as to prescribed office hours

Department Head Department of Pure and Applied Chemistry Philippines

Stamp of Date of Receipt

UNIVERSITY

ty, Leyte

nd Signature) President

FOR LEAVE

(First)	(Middle)
Yhena	Lazona
	5. SALARY (Monthly)
·I	
PLICATION	
6.b DETAILS O	F LEAVE:
In case of vacat □ Within the 1 □ Abroad (Pls	
	leave: (Pls. Specify) : (Pls. Specify) : <u>At home</u>
In case of Spec (Specify Illness	ial Leave Benefits for Women:
	y leave: a of Master's Degree Examination Review
Other purpose: Monetization Terminal Lo	on of Leave Credits
6.d COMMUTA	TION
□ Requested	d ⊠ Not Requested
	Wellantibas
	BANDIBAS, YHENA L.
	(Signature of Applicant)
ON APPLICAT	TION
7.b RECOMME	
☐ For Appro	val
☐ For Disap	proval due to:
	aphend
	ELIZABETH S. QUEVEDO
Depart	ment of Pure and Applied Chemistry
7.d DISAPPRO	VED due to:
Ve	
THE TANK	
. TULIN	

ivil Service Form 48

DAILY TIME RECORD BANDIBAS, YHENA L.

(NAME)

For the month of February 1 - 28, 2022 Official hours for arrival and departure 8:00AM - 5:00PM

	A	M	P	М	T/U	Total
Day	IN	OUT	IN	OUT	1/0	Total
1-TUE						Holiday
2-WED						SICK WAVE
3-THU						VACATION LEAVE
4-FRI						VACATION LEAVE
5-SAT						Off
6-SUN						Off -
7-MON	8:00	12:06	12:45	5:00		
8-TUE	8:00	12:05	12:50	5:05		
9-WED	8:00	12:05	12:55	5:00		
10- THU	8:00	12:07	12:54	5:01		
11-FRI						SICK LEAVE
12-SAT						Off
13-SUN						Off
14-MON	7:00	12:05	12:55	5:30		
15-TUE	7:00	12:07	12:54	5:03		
16-WED	7:00	12:00	12:56	5:30		
17-THU	7:00	12:03	12:59	5:05		
18-FRI						SICK LEAVE
19-SAT						Off
20-SUN						Off
21-MON						VACATION LEAVE
22-TUE	7:00	12:10	12:53	5:00		
23-WED	7:00	12:05	12:52	5:30		
24-THU	7:00	12:10	12:55	5:05		
25-FRI	1					Holiday
26-SAT						Off
27-SUN						Off
28-MON	7:00	12:01	12:45	5:31		

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.

YHENA L. BANDIBAS

VERIFIED as to prescribed office hours

ELIZABETH S. QUEVEDO

Department Head
Department of Pure and Applied Chemistry

hilippines

Stamp of Date of Receipt

UNIVERSITY

y, Leyte

FOR LEAVE

Signature) sident

5. SALARY (Monthly) PLICATION 5.b DETAILS OF LEAVE: In case of vacation/Special Privilege leave: Within the Philippines: Abroad (Pls. Specify): In case of Sick leave: In Hospital (Pls. Specify): Out Patient (Pls. Specify): At home In case of Special Leave Benefits for Women: Specify Illness) In case of Study leave: Completion of Master's Degree BAR/Board Examination Review		
PLICATION 5.b DETAILS OF LEAVE: In case of vacation/Special Privilege leave: Within the Philippines: Abroad (Pls. Specify): In case of Sick leave: In Hospital (Pls. Specify): Out Patient (Pls. Specify): At home In case of Special Leave Benefits for Women: Specify Illness In case of Study leave: Completion of Master's Degree BAR/Board Examination Review Other purpose: Monetization of Leave Credits Terminal Leave God COMMUTATION Requested	Yhena	Lazona
PLICATION 5.b DETAILS OF LEAVE: In case of vacation/Special Privilege leave: Within the Philippines: Abroad (Pls. Specify): In case of Sick leave: In Hospital (Pls. Specify): Out Patient (Pls. Specify): At home In case of Special Leave Benefits for Women: Specify Illness) In case of Study leave: Completion of Master's Degree BAR/Board Examination Review Other purpose: Monetization of Leave Credits Terminal Leave G.d COMMUTATION Requested		5. SALARY (Monthly)
n case of vacation/Special Privilege leave: □ Within the Philippines: □ Abroad (Pls. Specify): n case of Sick leave: □ In Hospital (Pls. Specify): ② Out Patient (Pls. Specify): At home n case of Special Leave Benefits for Women: Specify Illness) n case of Study leave: □ Completion of Master's Degree □ BAR/Board Examination Review Other purpose: □ Monetization of Leave Credits □ Terminal Leave 6.d COMMUTATION □ Requested ☑ Not Requested ☐ BANDBAS, YHENA L. ☐ (Signature of Applicant) ON APPLICATION 7.b RECOMMENDATION: □ For Approval □ For Disapproval due to: ☐ Lizabeth S. Quevedo Department of Pure and Applied Chemistry	I	
Case of vacation/Special Privilege leave: Within the Philippines: Abroad (Pls. Specify): In case of Sick leave: In Hospital (Pls. Specify): Out Patient (Pls. Specify): At home Case of Special Leave Benefits for Women: Specify Illness) Case of Study leave: Completion of Master's Degree BAR/Board Examination Review Other purpose: Monetization of Leave Credits Terminal Leave Out Communication of Leave Credits Terminal Leave Credits Term	PLICATION	
□ Within the Philippines: □ Abroad (Pls. Specify): n case of Sick leave: □ In Hospital (Pls. Specify): ☑ Out Patient (Pls. Specify): ☑ Out Patient (Pls. Specify): ☑ Out Patient (Pls. Specify): ☑ Case of Special Leave Benefits for Women: Specify Illness) n case of Study leave: □ Completion of Master's Degree □ BAR/Board Examination Review Other purpose: □ Monetization of Leave Credits □ Terminal Leave S.d COMMUTATION □ Requested ☑ Not Requested ☑ BANDUBAS, YHENA L. ☐ (Signature of Applicant) ON APPLICATION 7.b RECOMMENDATION: □ For Approval □ For Disapproval due to: ELIZABETH S. QUEVEDO Department of Pure and Applied Chemistry	b DETAILS O	F LEAVE:
□ In Hospital (Pls. Specify): ☑ Out Patient (Pls. Specify): At home In case of Special Leave Benefits for Women: Specify Illness) In case of Study leave: □ Completion of Master's Degree □ BAR/Board Examination Review Other purpose: □ Monetization of Leave Credits □ Terminal Leave 6.d COMMUTATION □ Requested ☑ Not Requested ☐ BANNBAS, YHENA L. ☐ (Signature of Applicant) ON APPLICATION 7.b RECOMMENDATION: □ For Approval □ For Disapproval due to: ELIZABETH S. QUEVEDO Department of Pure and Applied Chemistry	☐ Within the l	Philippines :
Specify Illness) In case of Study leave: Completion of Master's Degree BAR/Board Examination Review Other purpose: Monetization of Leave Credits Terminal Leave 6.d COMMUTATION Requested BANNBAS, YHENA L. (Signature of Applicant) ON APPLICATION To Recommendation: For Approval For Disapproval due to: ELIZABETH S. QUEVEDO Department of Pure and Applied Chemistry	☐ In Hospital	(Pls. Specify):
□ Completion of Master's Degree □ BAR/Board Examination Review Other purpose: □ Monetization of Leave Credits □ Terminal Leave 6.d COMMUTATION □ Requested ☑ Not Requested ☐ BANNIBAS, YHENA L. ☐ (Signature of Applicant) ON APPLICATION 7.b RECOMMENDATION: □ For Approval □ For Disapproval due to: ELIZABETH S. QUEVEDO Department of Pure and Applied Chemistry		
□ Monetization of Leave Credits □ Terminal Leave 5.d COMMUTATION □ Requested ☑ Not Requested □ BANNIBAS, YHENA L. (Signature of Applicant) ON APPLICATION 7.b RECOMMENDATION: □ For Approval □ For Disapproval due to: ELIZABETH S. QUEVEDO Department of Pure and Applied Chemistry	□ Completion	of Master's Degree
BANDIBAS, YHENA L. (Signature of Applicant) ON APPLICATION 7.b RECOMMENDATION: For Approval For Disapproval due to: ELIZABETH S. QUEVEDO Department of Pure and Applied Chemistry		on of Leave Credits
BANDIBAS, YHENA L. (Signature of Applicant) ON APPLICATION 7.b RECOMMENDATION: □ For Approval □ For Disapproval due to: ELIZABETH S. QUEVEDO Department of Pure and Applied Chemistry	6.d COMMUTA	TION
BANDIBAS, YHENA L. (Signature of Applicant) ON APPLICATION 7.b RECOMMENDATION: □ For Approval □ For Disapproval due to: ELIZABETH S. QUEVEDO Department of Pure and Applied Chemistry	□ Requested	l ⊠ Not Requested
(Signature of Applicant) ON APPLICATION 7.b RECOMMENDATION: □ For Approval □ For Disapproval due to: ELIZABETH S. QUEVEDO Department of Pure and Applied Chemistry		42 Banglos
ON APPLICATION 7.b RECOMMENDATION: □ For Approval □ For Disapproval due to: ELIZABETH S. QUEVEDO Department of Pure and Applied Chemistry		BANDIBAS, YHENA L.
C.b RECOMMENDATION: ☐ For Approval ☐ For Disapproval due to: ELIZABETH S. QUEVEDO Department of Pure and Applied Chemistry		(Signature of Applicant)
□ For Approval □ For Disapproval due to: ELIZABETH S. QUEVEDO Department of Pure and Applied Chemistry		
For Disapproval due to: ELIZABETH S. QUEVEDO Department of Pure and Applied Chemistry	7.b RECOMME	NDATION:
ELIZABETH S. QUEVEDO Department of Pure and Applied Chemistry	□ For Appro	oval
ELIZABETH S. QUEVEDO Department of Pure and Applied Chemistry	☐ For Disap	proval due to:
Department of Pure and Applied Chemistry		417,000
7.d DISAPPROVED due to:	Depart	
	7.d DISAPPRO	VED due to:

DAILY TIME RECORD BANDIBAS, YHENA L.

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

Day		AM		PM	m.a.		
Day	IN	OUT	IN	OUT	T/U	Total	
1-FRI						VACATION LEAV	
2-SAT						Off	
3-sun					All a Hills	Off	
4-MON						VACATION LEAVE	
5-TUE	7:00	12:01	12:51	5:08		1	
6-WED						SICK LEAVE	
7-THU	7:00	12:01	12:50	5:05			
8-FRI	8:00	12:05	12:45	5:02			
9-SAT						Off	
10-SUN						Off	
						"AGATON"	
11-MON						SUSPENDED 8:00 am - 5:00 pm	
						"AGATON"	
12 -TUE						SUSPENDED 8:00 am - 5:00 pm	
						"AGATON	
13-WED						SUSPENDED 8:00 am - 5:00 pm	
14 -THU						Holiday	
15-FRI						Holiday	
16-SAT						Off	
17-sun						Off	
18- MON	7:00	12:05	12:55	5:30			
19-TUE						CALAMITY LEAVE	
20-WED						CALAMITY LEAVE	
21-THU						SICK LEAVE	
22-FRI					11=	ack LEAVE	
23-SAT						Off	
24-SUN						Off	
25-MON	7:00	12:05	12:56	5:30			
6-TUE						CAUAMIN LEAVE	
7-WED						CALAMITY LEAVE	
8-тни	7:00	12:05	12:56	5:01		CHUMINI CE BUE	
9-FRI	8:00	12:10	12:58	5:02			
0-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.

VERIFIED as to prescribed office hours

ELIZABETH S. QUEVEDO

Department Head Department of Pure and Applied Chemistry ivil Service Form 48

DAILY TIME RECORD BANDIBAS, YHENA L.

For the month of March 1 - 31, 2022 Official hours for arrival and departure 8:00AM - 5:00PM

D		AM	1	PM		
Day	IN	OUT	IN	OUT	T/U	
1-TUE	7:00	12:00	12:51	5:05		
2-WED	7:00	12:05	12:54	5:30		
3-THU	7:00	12:00	12:55	5:03		
4-FRI	7:55	12:05	12:55	5:01		
5-SAT						Off
6-SUN						Off
7-MON	7:00	12:00	12:55	5:31		
8-TUE	7:00	12:07	12:54	5:06		
9-WED	7:00	12:10	12:58	5:30		
10 -THU	7:00	12:02	12:57	5:07		
11- FRI	8:00	12:03	12:55	5:05		
12-SAT						Off
13-SUN				7		Off
14- MON	7:00	12:05	12:57	5:30		
15-TUE	7:00	12:08	12:55	5:05		
16-WED	7:00	12:06	12:55	5:31		
17-THU	7:00	12:05	12:54	5:04		
18- FRI	8:00	12:02	12:59	5:05		
19- SAT						Off
20-SUN						Off
21-MON	7:00	12:01	12:45	5:32	-V	
22-TUE	7:00	12:03	12:50	5:04		
23-WED	7:00	12:07	12:55	5:30		
24-THU	7:00	12:08	12:57	5:01		
25-FRI	8:00	12:05	12:59	5:03		
26-SAT						Off
27-SUN						Off
28-MON	7:00	12:05	12:55	5:31		
29- TUE	7:00	12:04	12:55	5:04		
30-WED	7:00	12:04	12:54	5:30		
31-THU	7:00	12:03	12:56	5:06		

I CERTIFY on my honor that the above is true and correct report of the performed record of which was made daily at the time of arrival at and

VERIFIED as to prescribed office hours

ELIZABETH S. QUEVEDO

Department Head Department of Pure and Applied Chemistry Civil Service Form 48

DAILY TIME RECORD BANDIBAS, YHENA L.

(NAME)

For the month of May 1 - 31, 2022 Official hours for arrival and departure 8:00AM - 5:00PM

D	1	AM	P	M	T /II	
Day	IN	OUT	IN	OUT	T/U	Total
1-SUN						Off
2-MON	6:58	12:01	12:13	5:19		8hrs
3-TUE						Holiday
4-WED	6:51	12:04	12:17	5:30		8hrs
5- THU	6:49	12:54	12:58	5:01		8hrs
6-FRI	7:57	12:02	12:16	5:03		8hrs -
7-SAT						Off
8-SUN			1		## Day 200	Off
9-MON						Holiday
10-TUE		-				Absent
11-WED	6:56	12:51	12:57	5:29	The section is	8hrs
12- THU	6:51	12:53	12:59	5:05		8hrs
13-FRI	7:55	12:02	12:16	5:02		8hrs
14-SAT						Off
15-SUN						Off
16-MON	6:55	12:01	12:12	5:31		8hrs
17-TUE	6:43	12:08	12:37	5:04		8hrs
18- WED	6:40	12:03	12:16	5:18		8hrs
19 -THU	6:39	12:00	12:08	5:45		8hrs
20-FRI	7:59	12:17	12:47	5:32		8hrs
21-SAT						Off
22-SUN		-				Off
23-MON	6:59	12:10	12:27	5:22		8hrs
24-TUE	6:59	12:09	12:23	5:08		8hrs
25-WED	6:52	12:03	12:28	5:30		8hrs
26-THU	6:51	12:51	12:57	5:26		8hrs
27-FRI	7:57	12:04	12:39	5:01		8hrs
28-SAT						Off
29-SUN						Off
30-MON	6:55	12:00	1:00	5:47		8hrs
31-TUE	6:41	12:00	1:00	5:52		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.

VHENA L. BANDIBAS

VERIFIED as to prescribed office hours

ELIZABETH S. QUEVEDO

Department Head Department of Pure and Applied Chemistry hilippines

Stamp of Date of Receipt

UNIVERSITY

y, Leyte

FOR LEAVE

(First)	
Yhena	Lazona
	5. SALARY (Monthly)
r I	
PPLICATION	
6.b DETAILS OF	F LEAVE:
In case of vacat ☐ Within the I ☐ Abroad (Pls	ion/Special Privilege leave: Philippines : . Specify) :
In case of Sick	leave: (Pls. Specify) : (Pls. Specify) : <u>At home</u>
In case of Spec (Specify Illness	ial Leave Benefits for Women:)
In case of Stud	y leave: of Master's Degree Examination Review
Other purpose: Monetization Terminal L	on of Leave Credits
□ Monetizati. □ Terminal L	on of Leave Credits eave ATION d Not Requested When hiber
☐ Monetizati. ☐ Terminal L	ATION d Not Requested BANDIBAS, YHENA L.
□ Monetizati. □ Terminal L 6.d COMMUTA □ Requeste	ATION d Not Requested BANDIBAS, YHENA L. (Signature of Applicant)
□ Monetizati. □ Terminal L 6.d COMMUTA □ Requeste	ATION d Not Requested BANDIBAS, YHENA L. (Signature of Applicant)
□ Monetizati. □ Terminal L 6.d COMMUTA □ Requeste	ATION d Not Requested BANDIBAS, YHENA L. (Signature of Applicant)
□ Monetizati. □ Terminal L 6.d COMMUTA □ Requeste	ATION d Not Requested BANDIBAS, YHENA L. (Signature of Applicant) TION ENDATION:
Monetizati. Terminal L 6.d COMMUTA Requeste N ON APPLICA 7.b RECOMMI	ATION d Not Requested BANDIBAS, YHENA L. (Signature of Applicant) TION ENDATION:
Monetizati. Terminal L 6.d COMMUTA Requeste N ON APPLICA 7.b RECOMMI	ATION d Not Requested BANDIBAS, YHENA L. (Signature of Applicant) TION ENDATION:
Monetizati. Terminal L 6.d COMMUTA Requeste N ON APPLICA 7.b RECOMMI	ATION d Not Requested BANDIBAS, YHENA L. (Signature of Applicant) TION ENDATION: oval oproval due to:
Monetizati. Terminal L 6.d COMMUTA Requeste N ON APPLICA 7.b RECOMMI For Appr	ATION d Not Requested BANDIBAS, YHENA L. (Signature of Applicant) TION ENDATION: oval oproval due to:
Monetizati. Terminal L 6.d COMMUTA Requeste N ON APPLICA 7.b RECOMMI For Appr	ATION d Not Requested BANDIBAS, YHENA L. (Signature of Applicant) TION ENDATION: oval pproval due to: ELIZABETH S. QUEVEDO tment of Pure and Applied Chemistry
Monetizati. Terminal L 6.d COMMUTA Requeste N ON APPLICA 7.b RECOMMI For Appr For Disa	ATION d Not Requested BANDIBAS, YHENA L. (Signature of Applicant) TION ENDATION: oval pproval due to: ELIZABETH S. QUEVEDO tment of Pure and Applied Chemistry

and Signature)
y President



ivil Service Form 48

DAILY TIME RECORD BANDIBAS, YHENA L.

(NAME)

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

	A	M	PI	M	T/II	Tatal
Day	IN	OUT	IN	OUT	T/U	Total
-WED	6:55	12:50	12:58	5:38		8hrs
2- THU	6:41	12:02	12:24	5:17		8hrs
3-FRI	7:42	12:51	1:00	5:21		8hrs
4-SAT						Off
5-sun						Off
6-MON	6:43	12:44	12:58	6:06		8hrs
7-TUE	6:45	12:02	12:28	5:07		8hrs
8-WED	6:48	12:01	12:17	5:26		8hrs
9- THU	6:59	12:03	12:21	5:46		8hrs
10- FRI	7:55	12:03	12:18	5:22		8hrs
11-SAT						Off
12-SUN						Off
13-MON	6:55	12:00	1:00	5:00		8hrs
14-TUE						Absent
15-WED	6:56	12:00	1:00	5:40		
16- THU	7:00	12:18	12:21	5:58		8hrs
17-FRI	8:00	12:01	12:19	7:03		8hrs
18-SAT						Off
19-SUN						Off
20-MON	8:00	12:16	12:30	5:59		8hrs
21-TUE	8:00	12:07	12:54	5:54		8hrs
22-WED	8:00	12:05	12:30	6:46		8hrs
23-тни	8:00	12:08	12:57	5:16		8hrs
24-FRI	8:00	12:02	12:24	5:18		8hrs
25-SAT						Off
26-SUN						Off
27-MON	8:11	12:21	12:48	5:13		8hrs
28-TUE	7:25	12:07	12:28	5:00		8hrs
29-WED	8:01	12:04	12:25	5:09		8hrs
30- THU	8:01	12:02	12:31	5:23		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.

VHENA L. BANDIBAS

VERIFIED as to prescribed office hours

ELIZABETH S. QUEVEDO

Department Head
Department of Pure and Applied Chemistry

ate Generated: Jul/29/2022 12:13:52

Philippines

Stamp of Date of Receipt

UNIVERSITY

City, Leyte

E. TULIN

President

(First)	(Middle)
Yhena	Lazona
	5. SALARY (Monthly)
r I	
PPLICATION	
6.b DETAILS C	OF LEAVE:
In case of vaca Within the Abroad (Plane)	
	leave: (Pls. Specify): t (Pls. Specify): <u>At home</u>
In case of Spec (Specify Illness	cial Leave Benefits for Women: s)
	y leave: n of Master's Degree Examination Review
Other purpose: Monetization Terminal L	on of Leave Credits
6.d COMMUTA	ATION
□ Requested	d ⊠ Not Requested
	Upp andibas
1	BANDIBAS, YHENA L.
	DANDIDAS, IRENA L.
-	(Signature of Applicant)
ON APPLICA	(Signature of Applicant)
ON APPLICATION TO THE PROPERTY OF THE PROPERTY	(Signature of Applicant)
	(Signature of Applicant) TION ENDATION:
7.b RECOMME	(Signature of Applicant) TION ENDATION:
7.b RECOMME	(Signature of Applicant) TION ENDATION:
7.b RECOMME	(Signature of Applicant) FION ENDATION: oval proval due to: Gheer ELIZABETH S. QUEVEDO
7.b RECOMME	(Signature of Applicant) FION ENDATION: oval proval due to: ELIZABETH S. QUEVEDO tment of Pure and Applied Chemistry
7.b RECOMME For Appro For Disapport	(Signature of Applicant) FION ENDATION: oval proval due to: ELIZABETH S. QUEVEDO tment of Pure and Applied Chemistry