

DAILY TIME RECORD**FLORES, MA. ZAIDA A.**

(NAME)

For the month of

December 1 - 31, 2022

Official hours for arrival and departure

8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-THU	8:47	12:23	12:39	5:07	47mins	7hrs 13mins
2-FRI	8:33	12:31	12:47	5:12	33mins	7hrs 27mins
3-SAT						Off
4-SUN						Off
5-MON	8:04	12:25	12:57	6:01	4mins	7hrs 56mins
6-TUE						OB
7-WED						OB
8-THU						Holiday
9-FRI						SPL
10-SAT						Off
11-SUN						Off
12-MON	8:18	12:01	12:52	5:06	18mins	7hrs 42mins
13-TUE	8:26	12:44	12:45	5:07	26mins	7hrs 34mins
14-WED	8:28	12:22	12:56	5:01	28mins	7hrs 32mins
15-THU						OB
16-FRI						OB
17-SAT						Off
18-SUN						Off
19-MON	8:31	12:45	12:46	6:04	31mins	7hrs 29mins
20-TUE			1:26	5:04	4hrs 26mins	3hrs 34mins
21-WED			1:14	5:06	4hrs 14mins	3hrs 46mins
22-THU	8:54	12:25	12:51	5:04	54mins	7hrs 6mins
23-FRI						FL
24-SAT						Off
25-SUN						Off
26-MON						Holiday
27-TUE						SPL
28-WED						SPL
29-THU						SPL
30-FRI						Holiday
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.


MA. ZAIDA A. FLORES

VERIFIED as to prescribed office hours


ROMEL B. ARMECIN

Department Head
National Abaca Research Center