

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES  
PENRO - Occidental Mindoro  
DAILY TIME RECORD

NAME :  
EMPLOYEE NO. :  
POSITION :  
DTR PERIOD :

ERNESTO E. TAÑADA  
  
  
9/1/2022 - 9/30/2022

STATUS :  
DIVISION :  
SCHEDULE :

8:00 AM to 5:00 PM

DATE	Day	MORNING		AFTERNOON		LOW	OT	LT	UT	REMARKS
		IN	OUT	IN	OUT					
09/01/2022	Thu	07:50 AM	12:00 PM	12:50 PM	05:10 PM					
09/02/2022	Fri	07:49 AM	12:00 PM	12:50 PM	05:00 PM					
09/03/2022	Sat	SATURDAY	SATURDAY	SATURDAY	SATURDAY					
09/04/2022	Sun	SUNDAY	SUNDAY	SUNDAY	SUNDAY					
09/05/2022	Mon	WITH DILG RE. TREE PLANTING	WITH DILG RE. TREE PLANTING	WITH DILG RE. TREE PLANTING	WITH DILG RE. TREE PLANTING					
09/06/2022	Tue	TRAVEL ORDER	TRAVEL ORDER	TRAVEL ORDER	TRAVEL ORDER					#584
09/07/2022	Wed	TRAVEL ORDER	TRAVEL ORDER	TRAVEL ORDER	TRAVEL ORDER					#584
09/08/2022	Thu	TRAVEL ORDER	TRAVEL ORDER	TRAVEL ORDER	TRAVEL ORDER					#584
09/09/2022	Fri	08:00 AM	12:00 PM	12:42 PM	05:08 PM					
09/10/2022	Sat	SATURDAY	SATURDAY	SATURDAY	SATURDAY					
09/11/2022	Sun	SUNDAY	SUNDAY	SUNDAY	SUNDAY					
09/12/2022	Mon	07:53 AM	12:02 PM	12:51 PM	05:20 PM					
09/13/2022	Tue	TREE PLANTING	TREE PLANTING	12:50 PM	05:10 PM					
09/14/2022	Wed	MEETING	MEETING	MEETING	MEETING					3RD QUARTER PESWMB MEETING
09/15/2022	Thu	LEAVE	LEAVE	LEAVE	LEAVE					Mandatory / Forced Leave
09/16/2022	Fri	LEAVE	LEAVE	LEAVE	LEAVE					Mandatory / Forced Leave
09/17/2022	Sat	SATURDAY	SATURDAY	SATURDAY	SATURDAY					
09/18/2022	Sun	SUNDAY	SUNDAY	SUNDAY	SUNDAY					
09/19/2022	Mon	LEAVE	LEAVE	LEAVE	LEAVE					Mandatory / Forced Leave
09/20/2022	Tue	07:50 AM	12:00 PM	12:50 PM	05:00 PM					
09/21/2022	Wed	07:50 AM	12:04 PM	12:34 PM	05:00 PM					
09/22/2022	Thu	07:40 AM	12:00 PM	12:40 PM	05:05 PM					
09/23/2022	Fri	MEETING	MEETING	MEETING	MEETING					3RD QUARTER FDU AND PROVINCIAL COMMITTEE MEETING
09/24/2022	Sat	SATURDAY	SATURDAY	SATURDAY	SATURDAY					
09/25/2022	Sun	SUNDAY	SUNDAY	SUNDAY	SUNDAY					
09/26/2022	Mon	WORK SUSPENSION	WORK SUSPENSION	WORK SUSPENSION	WORK SUSPENSION					TYPHOON KARDING
09/27/2022	Tue	07:51 AM	12:00 PM	12:38 PM	05:07 PM					
09/28/2022	Wed	08:00 AM	12:02 PM	12:55 PM	06:13 PM					
09/29/2022	Thu	07:57 AM	12:00 PM	12:56 PM	05:20 PM					
09/30/2022	Fri	07:49 AM	12:00 PM	12:47 PM	05:20 PM					
TOTAL						-	-	00:00	00:00	

I certify that the entries on this record, which were made by myself daily at the time of arrival and departure from office are true and correct.

Verified as to the prescribed office hours.

ERNESTO E. TAÑADA

Employee

LORMELYN E. CLAUDIO, CESO IV

REGIONAL EXECUTIVE DIRECTOR

REMINDER : Please return within 5 days together with the required supporting documents. (i.e. Special Order, Travel Orders, Notice of Meeting, etc.)