

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

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
RECORDS SECTION
23 NOV 2022
INCOMING
OUTGOING
DATE NO.

NAME : ERNESTO E. TAÑADA
EMPLOYEE NO. :
POSITION :
DTR PERIOD : 10/1/2022 - 10/31/2022

STATUS :
DIVISION :
SCHEDULE : 8:00 AM to 5:00 PM

DATE	Day	MORNING		AFTERNOON		LOW	OT	LT	UT	REMARKS
		IN	OUT	IN	OUT					
10/01/2022	Sat	SATURDAY	SATURDAY	SATURDAY	SATURDAY					
10/02/2022	Sun	SUNDAY	SUNDAY	SUNDAY	SUNDAY					
10/03/2022	Mon	CONSERV. AND PROTECTION OF	CONSERV. AND PROTECTION OF	BD CORRIDOR MEETING RE: SPOT	BD CORRIDOR MEETING RE: SPOT CHECK					
10/04/2022	Tue	07:50 AM	12:00 PM	12:50 PM	05:05 PM					
10/05/2022	Wed	07:40 AM	12:00 PM	12:50 PM	05:10 PM					
10/06/2022	Thu	07:55 AM	12:03 PM	12:56 PM	05:10 PM					
10/07/2022	Fri	07:59 AM	12:03 PM	12:50 PM	05:13 PM					
10/08/2022	Sat	SATURDAY	SATURDAY	SATURDAY	SATURDAY					
10/09/2022	Sun	SUNDAY	SUNDAY	SUNDAY	SUNDAY					
10/10/2022	Mon	08:00 AM	12:02 PM	12:59 PM	05:09 PM					
10/11/2022	Tue	TRAVEL ORDER	TRAVEL ORDER	TRAVEL ORDER	TRAVEL ORDER					# 686
10/12/2022	Wed	TRAVEL ORDER	TRAVEL ORDER	TRAVEL ORDER	TRAVEL ORDER					# 686
10/13/2022	Thu	TRAVEL ORDER	TRAVEL ORDER	TRAVEL ORDER	TRAVEL ORDER					# 686
10/14/2022	Fri	MEETING	MEETING	MEETING	MEETING					INTERVIEW OF APPLICANTS FOR VACANT POSITION
10/15/2022	Sat	SATURDAY	SATURDAY	SATURDAY	SATURDAY					
10/16/2022	Sun	SUNDAY	SUNDAY	SUNDAY	SUNDAY					
10/17/2022	Mon	MEETING	MEETING	MEETING	MEETING					OMSC SAN JOSE OCCIDENTAL MINDORO
10/18/2022	Tue	MEETING	MEETING	MEETING	MEETING					CALAPAN ORIENTAL MINDORO
10/19/2022	Wed	07:58 AM	12:04 PM	12:40 PM	05:06 PM					
10/20/2022	Thu	07:49 AM	12:00 PM	12:58 PM	05:07 PM					
10/21/2022	Fri	07:56 AM	12:04 PM	01:00 PM	05:08 PM					
10/22/2022	Sat	SATURDAY	SATURDAY	SATURDAY	SATURDAY					
10/23/2022	Sun	SUNDAY	SUNDAY	SUNDAY	SUNDAY					
10/24/2022	Mon	MEETING	MEETING	MEETING	MEETING					MANAGEMENT CONFERENCE
10/25/2022	Tue	MEETING	MEETING	MEETING	MEETING					MANAGEMENT CONFERENCE
10/26/2022	Wed	MEETING	MEETING	MEETING	MEETING					MANAGEMENT CONFERENCE
10/27/2022	Thu	MEETING	MEETING	MEETING	MEETING					MANAGEMENT CONFERENCE
10/28/2022	Fri	MEETING	MEETING	MEETING	MEETING					MANAGEMENT CONFERENCE
10/29/2022	Sat	SATURDAY	SATURDAY	SATURDAY	SATURDAY					
10/30/2022	Sun	SUNDAY	SUNDAY	SUNDAY	SUNDAY					
10/31/2022	Mon	SPECIAL NON WORKING DAY	SPECIAL NON WORKING DAY	SPECIAL NON WORKING DAY	SPECIAL NON WORKING DAY					HOLIDAY
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.)