

Daily Time Record

Bagcat, Leo Tristan S.
(Name)

For the period of: April 01 - 15, 2024

DAY	AM		PM		UnderTime	
	Time In	Time Out	Time In	Time Out	Hours	Minutes
01	07:56 AM	12:05 PM	12:17 PM	05:22 PM		
02	OB: TO-2024-03-7469					
03	OB: TO-2024-03-7497					
04	OB: TO-2024-04-7606					
05	08:54 AM	12:30 PM	12:30 PM	06:00 PM		
06	SATURDAY					
07	SUNDAY					
08	- OB - RSD 000012					
09	- HOLIDAY -					
10	- HOLIDAY -					
11	- OB - RSD 000012					
12	08:38 AM	- OB - RSD 000012				
13	SATURDAY					
14	SUNDAY					
15	- OB - RSD 000012					

[T]-Travel [L]-Leave [H]-Holiday [OB]-Official Business

I CERTIFY on my honor that above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

BAGCAT, LEO TRISTAN S.

Verified as to the prescribed office hours.

ALDIE MAE A. ANDOY, SWO IV
Chief, Disaster Response
Management Division

GREEN



ACCOMPLISHMENT REPORT
(April 01 - 15, 2024)

Name : LEO TRISTAN S. BAGCAT
 Position : Project Development Officer II
 Division / Unit / Project : Disaster Response Management Division
 Area of Assignment : Agusan Del Sur - Patin-ay

DATE / PERIOD	PLACE/S VISITED	ACCOMPLISHMENTS / OUTPUT
April 01	F.O. Caraga	Attended MER fill out virtual meeting and assisted in sorting of General Intake Sheets
April 02	Sta. Josefa, ADS	Conducted ECT Payout
April 03	Loreto, ADS	Conducted ECT Payout
April 04	Esperanza, ADS	Conducted ECT Payout
April 05	F.O. Caraga	Participated the kick-off activity of the DSWD Fun and Frolics
April 08	Prosperidad	Prepared and consolidated initial listing of ADS MEB / Facilitated the request for emergency with PTWG
April 09	Holiday	Holiday
April 10	Holiday	Holiday
April 11	Prosperidad	Attended emergency meeting with PTWG and DSWD F.O. Caraga
April 12	Sibagat, ADS	Visited and dialogued with Brgy. Kioya officials re preparation of initial MEB for RRP-CFTW/ Coordinated with PTWG re schedule of site validation
April 15	Sibagat & Prosperidad, ADS	Followed up Sibagat initial MEB/ Followed up, review and provide corrections for the letter of reconsideration from ADS

Prepared by:

Leo Tristan S. Bagcat
 LEO TRISTAN S. BAGCAT
 Project Development Officer II

Noted by:

Alicia T. Marquiso
 ALICIA T. MARQUIISO, SWO II
 Head, Disaster Response and Rehabilitation Sector