

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

DAILY TIME RECORD

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Field Office : Caraga Region

BAGCAT, LEO TRISTAN S. / PDO-II/AGUSAN DEL SUR / RRP-CFW

For the period : May 16-31, Year 2024.

For the period : May 16-31, Year 2024.

Official hours for arrival _____ Regular Days
and departure _____ Saturdays

DAY	A.M.		P.M.		Undertime/Overtime	
	Arrival	Departure	Arrival	Departure	Hours	Minutes
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16			O	B---RSC 000012		
17			O	B---RSC 000012		
18			Saturday			
19			Sunday			
20			O	B---RSC 000012		
21			O	B---RSC 000012		
22			O	B---RSC 000012		
23			O	B---RSC 000012		
24	7:39 A.M.	12:05 P.M.	12:53 P.M.	5:20 P.M.		
25			Saturday			
26			Sunday			
27	7:42 A.M.	12:06 P.M.	12:55 P.M.	5:23 P.M.		
28	7:40 A.M.	12:07 P.M.	12:55 P.M.	5:15 P.M.		
29	7:45 A.M.	12:04 P.M.	12:56 P.M.	5:20 P.M.		
30	7:50 A.M.	12:05 P.M.	12:56 P.M.	5:18 P.M.		
31			O	B---TO-2024-05-8702		
TOTAL						

I CERTIFY on my honor that the 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.

LEO TRISTAN S. BAGCAT
Supervisor/Supervising Implementer
ALDIE MARA A. ANDICOY
ORR - DDMC Chief

Prepared by



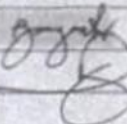

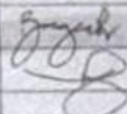

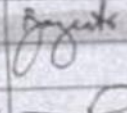
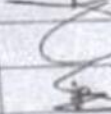
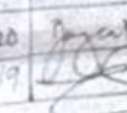
LEO TRISTAN S. BAGCAT
Name of Staff

Noted by

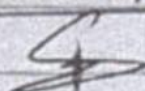
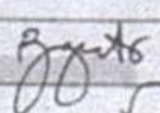
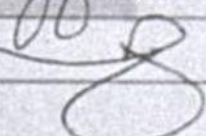
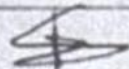
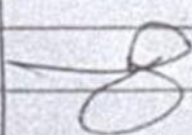
Alicia M. Merguiso
DRRS Head

DSWD CARAGA
Capital City, Butuan
Tel. No. (085) 3425612
Fax No. (085) 3425613
6-3-24
RECEIVED

Accomplishment Report	
1	
2	
3	
4	
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10	
11	
12	
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14	
15	
16	Esperanza: Followed up and facilitated MEB consolidation and signatory completion
17	Sibagat: Followed up and facilitated MEB consolidation and signatory completion
18	Saturday
19	Sunday
20	Loroto: Dialogued with municipal agriculturist, agriculture technician and RRP-CFTW MSWD Focal re preparation for the scheduled site validation and geotagging for Brgy. Sabud and Brgy. Kauswagan
21	Loroto: Conducted MEBIS orientation, site validation and geotagging at Brgy. Sabud
22	Loroto: Conducted MEBIS orientation, site validation and geotagging at Brgy. Kauswagan
23	Esperanza and Sibagat: Retrieved signed Masterlist of Eligible Beneficiaries
24	Prosperidad: Attended RRP-CFTW virtual meeting. Prepared site validation feedback report
25	Saturday
26	Sunday
27	Prosperidad: Attended USAID meeting re discussion of DSWD CO response and preparation of pre-implementation documents
28	PAO: Dialogued with banana focal re finalizing D.A. vegetable seeds request document. Office: Prepared revised and finalized breakdown of allocation, and PCN
29	Office: Prepared, revised and finalized proposal revision summary and MOA
30	Office: Prepared site validation feedback report, TEV and monthly workplan
31	Buman City: Submitted feedback report, monthly workplan, TEV, DTR and accomplishment report to DSWD FO Caraga

DATE	STAFF	AM IN	AM OUT	PM IN	PM OUT	SIGNATURE
MAY 23	BAWES, RICHARD JR.	6:49				
	PERCIVAL, RICHARD MARK	7:14				
	KEVIN, ARVIN MIKE	7:59				
	DELA PUENTE, CORINNA	8:14				
	ELIX, DANIELA	8:29				
MAY 24	BAWES, RICHARD	6:52				
	PERCIVAL, RICHARD MARK	7:08				
	KEVIN, ARVIN MIKE	8:13				
	DELA PUENTE, CORINNA	8:15				
	Leo Tristan S. Buzac	7:39	12:05	12:53	5:20	
	MARIA DIOVELE P. SALWAN	7:41	12:06	12:52	5:21	
MAY 27	PERCIVAL, RICHARD MARK	7:12				
	DELA PUENTE, CORINNA	8:09				
	BAWES, RICHARD	8:08				
	KEVIN, ARVIN MIKE	8:08				
	(DELA PUENTE, CORINNA)	8:01				
	Leo Tristan S. Buzac	7:42	12:06	12:55	5:23	
MAY 28	MARIA DIOVELE P. SALWAN	7:45	12:05	12:56	5:20	
	KEVIN, ARVIN MIKE	7:14				
	BAWES, RICHARD	7:41				
	DELA PUENTE, CORINNA	7:19				
	ELIX, DANIELA	7:57				
	Leo Tristan S. Buzac	7:40	12:07	12:55	5:15	
MAY 29	MARIA DIOVELE P. SALWAN	7:51	12:05	12:52	5:16	
	PERCIVAL, RICHARD MARK	7:14				
	BAWES, RICHARD	7:46				
	DELA PUENTE, CORINNA	7:54				
	ELIX, DANIELA	8:19				
	KEVIN, ARVIN	8:35				
MAY 29	Leo Tristan S. Buzac	7:45	12:04	12:56	5:20	
	MARIA DIOVELE P. SALWAN	7:51	12:03	12:55	5:19	

DATE _____

DATE	STAFF	AM IN	AM OUT	PM IN	PM OUT	SIGNATURE
MAY 30	BANISH, WILLIAM	6:52				
	Phompson, Francis	6:59				
	DELTA PUENTE, CORLINA	7:37				
	ENOC, DIONICIO	7:42				
	Leo Tristan S. Bayart	7:50	12:05	12:56	5:18	
	MARIA DIOVELE P. SALWAN	7:54	12:02	12:55	5:19	
	AVENIDO, ARWIN MIKE	7:57				
MAY 31	Phompson, Francis	7:05				
	AVENIDO, ARWIN	7:05				
	BANISH, WILLIAM	7:13				
	DELTA PUENTE, CORLINA	7:33				
	MARIA DIOVELE P. SALWAN	7:51	12:03	12:57	5:15	
	ENOC, DIONICIO	8:33				