

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

DAILY TIME RECORD

SALVAN MARIA DIOVELLE P. / PDO-J/AGUSAN DEL SUR / RRP-CFTW

(S. Name) (P. Name) (D. Name) (C. Name) (I. Name)

For the period: May 16-31, Year 2024

Official hours for arrival _____ Regular Days
and departure _____ Saturdays

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

Field Office : Caraga Region

For the period: May 16-31, Year 2024

| DAY | A.M. | | P.M. | | Undertime/Overtime | |
|-------|------------|------------|------------|------------|--------------------|---------|
| | Arrival | Departure | Arrival | Departure | Hours | Minutes |
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| 23 | | | | | | |
| 24 | 07:41 A.M. | 12:06 P.M. | 12:52 P.M. | 05:21 P.M. | | |
| 25 | | | | | | |
| 26 | | | | | | |
| 27 | 07:45 A.M. | 12:05 P.M. | 12:56 P.M. | 05:20 P.M. | | |
| 28 | 07:51 A.M. | 12:05 P.M. | 12:52 P.M. | 05:16 P.M. | | |
| 29 | 07:51 A.M. | 12:03 P.M. | 12:55 P.M. | 05:19 P.M. | | |
| 30 | 07:54 A.M. | 12:02 P.M. | 12:55 P.M. | 05:19 P.M. | | |
| 31 | 07:51 A.M. | 12:03 P.M. | 12:57 P.M. | 05:15 P.M. | | |
| 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.

MARIA DIOVELLE P. SALVAN

Assistant to the Director

ALDIEMARIE SANDOZ

Office Director

Prepared by

MARIA DIOVELLE P. SALVAN

Name of Staff



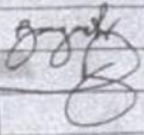

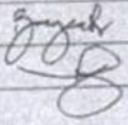

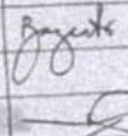
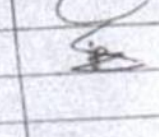
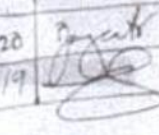
Noted by

ALICIA T. MARCOS, SWO II

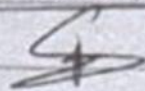
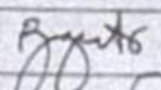
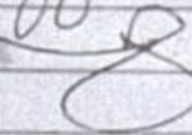
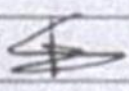
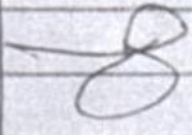
DBRS Head

Accomplishment Report

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| 16 | San Luis: Followed-up and facilitated MEB consolidation and signatory completion |
| 17 | Talacogon: Facilitated and retrieved consolidated signed MEB list |
| 18 | Saturday |
| 19 | Sunday |
| 20 | Loreto: Dialogued with Municipal Agriculturist, Agriculture Technician and RRP-CFTW MSWDO Focal re preparation for the scheduled site validation and geotagging for Brgy. Sabud and Brgy. Kauswagan |
| 21 | Loreto: Conducted site validation and geotagging at Brgy. Sabud |
| 22 | Loreto: Conducted site validation and geotagging at Brgy. Kauswagan |
| 23 | San Luis and Esperanza: Facilitated and retrieved consolidated signed MEB |
| 24 | Prosperidad: Attended RRP-CFTW staff virtual meeting and prepared feedback report of Brgy. Sabud and Brgy. Kauswagan site validation. |
| 25 | Saturday |
| 26 | Sunday |
| 27 | Prosperidad: Attended USAD meeting re discussion of DSWD CO response and preparation of pre-implementation documents |
| 28 | Office: Attended virtual meeting for improved MER format and arranged geotag photos of site validation |
| 29 | Office: Prepared feedback report and followed up MEB of Brgy. Sabud and Brgy. Kauswagan, Loreto, ADS |
| 30 | Office: Prepared and summarized CFT presentation and prepared monthly work plan |
| 31 | Office: Prepared TEV, DTR and accomplishment report |

| DATE | STAFF | AM IN | AM OUT | PM IN | PM OUT | SIGNATURE |
|--------|-------------------------|-------|--------|-------|--------|---|
| MAY 23 | BRASIS, NORMAN JR. | 6:49 | | | |  |
| | PEREZ, FRANK MARK | 7:14 | | | | |
| | ARVINO, ARVIN MIKE | 7:59 | | | | |
| | DELA PUENTE, CORINNA | 8:14 | | | | |
| | ENOC, DANDRUB | 8:29 | | | | |
| MAY 24 | BRASIS, NORMAN | 6:52 | | | |  |
| | PEREZ, FRANK MARK | 7:08 | | | | |
| | ARVINO, ARVIN MIKE | 8:13 | | | | |
| | DELA PUENTE, CORINNA | 8:15 | | | | |
| | Leo Tristan S. Bagat | 7:39 | 12:05 | 12:53 | 5:20 |  |
| | MARIA DIOCELE P. SALWAN | 7:41 | 12:06 | 12:52 | 5:21 | |
| MAY 27 | PEREZ, FRANK MARK | 7:12 | | | |  |
| | DELA PUENTE, CORINNA | 8:00 | | | | |
| | BRASIS, NORMAN | 8:08 | | | | |
| | ARVINO, ARVIN MIKE | 8:09 | | | | |
| | (DELA PUENTE, CORINNA) | 8:06 | | | | |
| | Leo Tristan S. Bagat | 7:42 | 12:06 | 12:55 | 5:23 |  |
| MAY 28 | MARIA DIOCELE P. SALWAN | 7:45 | 12:05 | 12:56 | 5:20 | |
| | ARVINO, ARVIN MIKE | 7:14 | | | |  |
| | BRASIS, NORMAN | 7:41 | | | | |
| | DELA PUENTE, CORINNA | 7:50 | | | | |
| | ENOC, DANDRUB | 7:51 | | | | |
| | Leo Tristan S. Bagat | 7:40 | 12:07 | 12:55 | 5:15 |  |
| MAY 29 | MARIA DIOCELE P. SALWAN | 7:51 | 12:05 | 12:52 | 5:16 | |
| | PEREZ, FRANK MARK | 7:14 | | | |  |
| | BRASIS, NORMAN | 7:46 | | | | |
| | DELA PUENTE, CORINNA | 7:54 | | | | |
| | ENOC, DANDRUB | 8:19 | | | | |
| | ARVINO, ARVIN | 8:35 | | | | |
| | Leo Tristan S. Bagat | 7:45 | 12:04 | 12:56 | 5:20 |  |
| | MARIA DIOCELE P. SALWAN | 7:51 | 12:03 | 12:55 | 5:19 | |

DATE _____

| DATE | STAFF | AM IN | AM OUT | PM IN | PM OUT | SIGNATURE |
|--------|--------------------------|-------|--------|-------|--------|---|
| MAY 30 | BANISTER, WILLIAM | 6:52 | | | |  |
| | PACIFIC, FRANK | 6:59 | | | | |
| | DAW PUEBLO, CORINA | 7:37 | | | | |
| | ENIX, DIONIDIS | 7:42 | | | | |
| | Leo Tristan S. Baycat | 7:50 | 12:05 | 12:56 | 5:18 |  |
| | MARIA DIOVELLE P. SALWAN | 7:54 | 12:02 | 12:55 | 5:19 |  |
| | AVENIO, ARWIN MIKE | 7:57 | | | | |
| MAY 31 | PACIFIC, FRANK | 7:05 | | | | |
| | AVENIO, ARWIN | 7:05 | | | | |
| | BANISTER, WILLIAM | 7:13 | | | |  |
| | DAW PUEBLO, CORINA | 7:37 | | | | |
| | MARIA DIOVELLE P. SALWAN | 7:51 | 12:03 | 12:57 | 5:15 |  |
| | ENIX, DIONIDIS | 8:33 | | | | |