

**DAILY TIME RECORD**  
(Environmental Management Bureau CO)

**JOHN LORENCE M. LAWIGAN**

Name

For the month of: Nov. 01, 2021 - Nov. 15, 2021  
Office Hours (regular days): \_\_\_\_\_  
Arrival and Departure: \_\_\_\_\_  
Saturdays: \_\_\_\_\_

AM			PM		UNDERTIME	
DAY	IN	OUT	IN	OUT	HRS	MINS
1						
2	07:56 AM	12:02 PM	12:20 PM	05:00 PM		
3	07:41 AM	12:05 PM	12:25 PM	05:11 PM	WFH	
4	07:53 AM	12:04 PM	12:15 PM	05:30 PM	WFH	
5	07:50 AM	12:12 PM	12:47 PM	05:02 PM	WFH	
6	Saturday					
7	Sunday					
8	07:05 AM	12:13 PM	12:14 PM	04:55 PM		
9	07:52 AM	12:03 PM	12:22 PM	05:05 PM	WFH	
10	07:43 AM	12:00 PM	12:42 PM	05:03 PM	WFH	
11	07:05 AM	12:18 PM	12:27 PM	04:05 PM		
12	06:56 AM	12:03 PM	12:04 PM	04:33 PM		
13	Saturday					
14	Sunday					
15	08:24 AM	12:04 PM	12:15 PM	05:24 PM		
16						
17						
18						
19						
20	Saturday					
21	Sunday					
22						
23						
24						
25						
26						
27	Saturday					
28	Sunday					
29						
30						
31						

TOTAL \_\_\_\_\_

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

  
Employee Signature

Verified as to the prescribed office hours:

In-charge

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NOVEMBER 16, 2021

### EMPLOYEE ACCOMPLISHMENT REPORT

NOVEMBER 01, 2021 TO NOVEMBER 15, 2021

In compliance with EMB Central Office Memorandum dated August 16, 2021, directing all EMB Central Office personnel to lodge daily accomplishment at the EMB Central Office IIS Daily Accomplishment Report System, the undersigned was able to perform the following activities for the period of **November 01, 2021 - November 15, 2021**:

Date Undertaken	Activities Undertaken	Remarks/Status
November 02, 2021 <i>ref. no.: D-R021274</i>	Planned the flowchart of the waste monitoring system	<u>Accomplished</u>
November 03, 2021 <i>ref. no.: D-R021277</i>	Started designing for Compliance Inspection Checklist Form	<u>Accomplished</u>
November 04, 2021 <i>ref. no.: D-R021621</i>	Actual coding for initial compliance checklist UI	<u>Accomplished</u>
November 05, 2021 <i>ref. no.: D-R022888</i>	Continuation of development for initial design	<u>Accomplished</u>
November 08, 2021 <i>ref. no.: D-R022889</i>	Planning for the final tools to be used for development	<u>Accomplished</u>
November 09, 2021 <i>ref. no.: D-R022890</i>	Finalized the login user interface	<u>Accomplished</u>
November 10, 2021 <i>ref. no.: D-R022891</i>	Started coding for the homepage of the system	<u>Accomplished</u>
November 11, 2021 <i>ref. no.: D-R024036</i>	Retouches for the initial user interface before presenting	<u>Accomplished</u>
November 12, 2021 <i>ref. no.: D-R024038</i>	Present initial UI and planned for the team meeting systems coordination	<u>Accomplished</u>
November 15, 2021 <i>ref. no.: D-R024040</i>	Studied codeigniter 4 and pre-requisite tools	<u>Accomplished</u>

For information and record.

Submitted by:

  
**JOHN LORENCE M. LAWIGAN**  
Application Developer

Conforme:

**CONSOLACION P. CRISOSTOMO**  
PPPDD Division Chief

