

DAILY TIME RECORD
CAPARAS, MERRY JEAN A.
(NAME)

For the month of
August 1 - 31, 2023
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-TUE						OB
2-WED	7:53	12:04	12:08	5:02		8hrs
3-THU	7:58	12:15	12:26	5:00		8hrs
4-FRI	8:00	12:03	12:04	5:27		8hrs
5-SAT						Off
6-SUN						Off
7-MON	7:54	12:14	12:58	5:54		8hrs
8-TUE	12:10	12:05	7:56	7:17		8hrs
9-WED	7:49	12:41	12:43	5:44		8hrs
10-THU						OB
11-FRI						OB
12-SAT						OB
13-SUN						Off
14-MON	8:05	12:22	12:23	5:31	5mins	7hrs 55mins
15-TUE	7:54	12:01	12:05	6:18		8hrs
16-WED						OB
17-THU						OB
18-FRI	7:57	12:17	12:37	5:13		8hrs
19-SAT						Off
20-SUN						Off
21-MON						Holiday
22-TUE						OB
23-WED						OB
24-THU						OB
25-FRI						OB
26-SAT						Off
27-SUN						Off
28-MON						Holiday
29-TUE	7:45	12:09	12:32	5:51		8hrs
30-WED	7:50	12:11	12:12	5:22		8hrs
31-THU	7:47	12:32	12:34	6:17		8hrs

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


MERRY JEAN A. CAPARAS

VERIFIED as to prescribed office hours

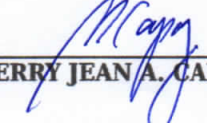
LILIAN B. NUÑEZ
Department Head
Institute for Strategic Research & Development Studies

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