

DAILY TIME RECORD**DELIMA, GINA A.**

(NAME)


For the month of
July 1 - 31, 2024Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON	8:08	12:00	12:20	5:35	8mins	7hrs 52mins
2-TUE	7:54	12:14	12:18	5:49		8hrs
3-WED	7:32	12:00	12:44	5:37		8hrs
4-THU	8:19	12:01	12:35	5:23	19mins	7hrs 41mins
5-FRI						SL
6-SAT						Off
7-SUN						Off
8-MON	8:00	12:18	12:20	5:33		8hrs
9-TUE	7:54	12:49	12:55	5:26		8hrs
10-WED	7:53	12:21	12:23	5:09		8hrs
11-THU	7:27	12:00	12:18	6:20		8hrs
12-FRI	7:47	12:20	12:38	5:17		8hrs
13-SAT						Off
14-SUN						Off
15-MON	7:54	12:23	12:26	5:07		8hrs
16-TUE	7:57	12:06	12:26	5:02		8hrs
17-WED		12:22	12:23	5:07		4hrs SUSPENDED 4:30 pm 11:59 pm
18-THU						SUSPENDED 8:00 am 11:59 pm
19-FRI	7:50	12:16	1:01	6:27	1min	7hrs 59mins
20-SAT						Off
21-SUN						Off
22-MON						CDO
23-TUE						CDO
24-WED						SL
25-THU	7:51	12:04	12:29	5:26		8hrs
26-FRI	8:01	12:13	12:19	5:16	1min	7hrs 59mins
27-SAT						Off
28-SUN						Off
29-MON	8:00	12:12	12:18	5:17		8hrs
30-TUE	7:44	12:12	12:45	5:12		8hrs
31-WED	7:49	12:11	12:16	6:08		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.


GINA A. DELIMA

VERIFIED as to prescribed office hours


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

Institute for Strategic Research & Development Studies

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