

DAILY TIME RECORD **DAYONDON, RHEA ANGELIE F.** (NAME)

For the month of
November 1 - 30, 2023
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED						Holiday
2-THU						Holiday
3-FRI						FL
4-SAT						Off
5-SUN						Off
6-MON	7:51	12:15	12:18	5:06		8hrs
7-TUE	7:57	12:11	12:15	5:03		8hrs
8-WED	8:04	12:54	12:56	5:08	4mins	7hrs 56mins
9-THU	8:00	12:05	12:09	5:09		8hrs
10-FRI	8:00	12:00	1:00	5:00		8hrs
11-SAT						Off
12-SUN						Off
13-MON	7:51	12:00	12:02	5:15		8hrs
14-TUE	8:09	12:03	12:19	5:43	9mins	7hrs 51mins
15-WED	7:58	12:01	12:03	5:16		8hrs
16-THU	8:10	12:09	12:33	5:01	10mins	7hrs 50mins
17-FRI	7:57	12:50	12:52	5:06		8hrs
18-SAT						Off
19-SUN						Off
20-MON	7:57	12:01	12:17	5:03		8hrs
21-TUE	8:01	12:15	12:21	5:02	1min	7hrs 59mins
22-WED	7:44	12:00	12:02	5:03		8hrs
23-THU	7:48	12:19	12:22	5:05		8hrs
24-FRI	7:56	12:00	12:06	5:02		8hrs
25-SAT						Off
26-SUN						Off
27-MON						Holiday
28-TUE	8:13	12:01	12:12	5:06	13mins	7hrs 47mins
29-WED	8:11	12:04	12:07	5:05	11mins	7hrs 49mins
30-THU						FL

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.

RHEA ANGELIE F. DAYONDON

VERIFIED as to prescribed office hours

LILIAN B. NUNEZ

Department Head
Institute for Strategic Research & Development Studies

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