

DAILY TIME RECORD
GORRE, ELVIRA B.

(NAME)

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SUN						Off
2-MON						CTO
3-TUE	7:55	12:51	12:51	5:14		8hrs
4-WED	7:52	12:13	12:54	5:33		8hrs
5-THU	7:59	12:40	12:51	5:01		8hrs
6-FRI	7:53	12:47	12:53	5:36		8hrs
7-SAT						Off
8-SUN						Off
9-MON	7:44	12:16	12:47	5:33		8hrs
10-TUE	7:50	12:48	12:50	5:19		8hrs
11-WED	7:50	12:32	12:49	5:15		8hrs
12-THU	7:49	12:25	12:57	5:19		8hrs
13-FRI	8:08	12:10	12:42	5:55	8mins	7hrs 52mins
14-SAT						Off
15-SUN						Off
16-MON	7:56	12:09	12:41	5:51		8hrs
17-TUE	7:48	12:15	12:48	5:38		8hrs
18-WED	8:00	12:23	12:51	5:12		8hrs
19-THU	7:59	12:11	12:58	5:32		8hrs
20-FRI	10:57		10:57	3:51		
21-SAT						Off
22-SUN						Off
23-MON	7:41	12:49	1:00	5:34		8hrs
24-TUE	7:58	12:13	12:44	5:05		8hrs
25-WED	8:00	12:06	12:49	5:20		8hrs
26-THU	8:01	12:23	12:54	5:59	1min	7hrs 59mins
27-FRI	7:53	12:03	12:41	5:38		8hrs
28-SAT						Off
29-SUN						Off
30-MON						Holiday
31-TUE						CTO

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.

ELVIRA B. GORRE

VERIFIED as to prescribed office hours

TEOFANES A. PATINDOL

Department Head
Institute of Tropical Ecology & Envi. Mgmt.

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