

DAILY TIME RECORD

BASTASA, ARTURO S.

(NAME)

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-THU	8:01	12:00	12:01	5:53	1min	7hrs 59mins
2-FRI	7:56	12:01	12:02	5:18		8hrs
3-SAT						Off
4-SUN						Off
5-MON						FL
6-TUE						FL
7-WED						FL
8-THU	8:14	12:03	12:07	5:01	14mins	7hrs 46mins
9-FRI	8:02	12:01	12:05	5:41	2mins	7hrs 58mins
10-SAT						Off
11-SUN						Off
12-MON						Holiday
13-TUE	7:57	12:00	12:02	5:14		8hrs
14-WED	8:00	12:00	12:02	5:04		8hrs
15-THU	8:11	12:31	12:38	5:05	11mins	7hrs 49mins
16-FRI	7:59	12:04	12:18	5:54		8hrs
17-SAT						Off
18-SUN						Off
19-MON	7:55	12:00	12:05	5:34		8hrs
20-TUE	6:26	12:00	12:55	7:23		8hrs
21-WED	7:59	12:00	12:01	5:58		8hrs
22-THU	7:59	12:00	12:15	5:20		8hrs
23-FRI	8:10	12:58	12:59	5:44	10mins	7hrs 50mins
24-SAT						Off
25-SUN						Off
26-MON	8:08	12:00	12:01	6:21	8mins	7hrs 52mins
27-TUE	8:01	12:00	12:01	5:54	1min	7hrs 59mins
28-WED						Holiday
29-THU	8:09	12:00	12:01	6:10	9mins	7hrs 51mins
30-FRI	8:03	12:00	12:02	5:20	3mins	7hrs 57mins

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.

ARTURO S. BASTASA

VERIFIED as to prescribed office hours

ELIZA D. ESPINOSA

Department Head
Institute of Tropical Ecology & Envi. Mgmt.

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