

DAILY TIME RECORD
CALUNANGAN, FE C.
(NAME)


For the month of
March 1 - 31, 2022
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-TUE	7:54	12:32	12:33	5:39		8hrs
2-WED	7:48	12:20	12:21	5:00	4hrs	4hrs
3-THU	7:50	12:02	12:03	5:00	4hrs	4hrs
4-FRI	7:49	12:05	12:07	5:00	4hrs	4hrs
5-SAT						Off
6-SUN						Off
7-MON	7:49	12:00	1:00	5:01	8hrs	
8-TUE		SLP				Absent
9-WED	7:48	12:00	1:00	5:00	8hrs	
10-THU	7:47	12:00	1:00	5:01	8hrs	
11-FRI	7:47	12:48	12:50	5:02	4hrs	4hrs
12-SAT						Off
13-SUN						Off
14-MON	7:46	12:39	12:40	5:01	4hrs	4hrs
15-TUE	7:51	12:34	12:35	5:02	4hrs	4hrs
16-WED	7:49	12:55	12:57	5:00	4hrs	4hrs
17-THU	7:45	12:15	12:16	5:01	4hrs	4hrs
18-FRI	7:47	12:00	12:02	5:00	4hrs	4hrs
19-SAT						Off
20-SUN						Off
21-MON	7:49	12:25	12:23	5:01	4hrs	4hrs
22-TUE	7:49	12:41	12:42	5:02	4hrs	4hrs
23-WED	7:48	12:22	12:23	5:00	4hrs	4hrs
24-THU	7:48	12:29	12:31	5:01	4hrs	4hrs
25-FRI	7:49	12:38	12:39	5:03	4hrs	4hrs
26-SAT						Off
27-SUN						Off
28-MON	7:49	12:10	12:11	5:00	4hrs	4hrs
29-TUE	7:51	12:51	12:52	5:01	4hrs	4hrs
30-WED	7:53	12:36	12:37	5:02		8hrs
31-THU	7:48	12:29	12:30	5:03	4hrs	4hrs

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.


FE C. CALUNANGAN

VERIFIED as to prescribed office hours


QUEEN-EVER V. ATUPAN
Department Head
Office of the Cashier