

**DAILY TIME RECORD**  
**CABASE, MICHELLE AUBREY D.**  
(NAME)

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON						Holiday
2-TUE	y Teacher's Leave					Absent
3-WED						Absent
4-THU	7:22	12:22	12:22	5:04		8hrs
5-FRI	7:42	12:41	12:41	5:04		8hrs
6-SAT						Off
7-SUN						Off
8-MON	7:31	12:30	12:40	5:07		8hrs
9-TUE	7:59	12:39	12:39	5:01		8hrs
10-WED	7:53	12:10	12:10	5:08		8hrs
11-THU	7:57	12:16	12:16	6:02		8hrs
12-FRI	8:04	12:10	12:40	5:01	4mins	7hrs 56mins
13-SAT						Off
14-SUN						Off
15-MON	7:24	12:08	12:08	5:08		8hrs
16-TUE	7:45	12:25	12:25	5:13		8hrs
17-WED	7:40	12:09	12:09	5:16		8hrs
18-THU	7:30	12:02	12:03	5:11		8hrs
19-FRI	7:48	12:10	12:10	5:06		8hrs
20-SAT						Off
21-SUN						Off
22-MON	7:35	12:25	12:25	5:10		8hrs
23-TUE	7:39	12:13	12:13	5:09		8hrs
24-WED	7:46	12:46	12:47	5:13		8hrs
25-THU	7:17	12:41	12:42	5:12		8hrs
26-FRI	7:52	12:29	12:37	5:20		8hrs
27-SAT						Off
28-SUN						Off
29-MON	7:21	12:10	12:30	5:12		8hrs
30-TUE	8:04	12:40	12:40	5:06	4mins	7hrs 56mins
31-WED	8:10	12:11	12:11	5:06	10mins	7hrs 50mins

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.

*macabasedh*  
**MICHELLE AUBREY D. CABASE**

VERIFIED as to prescribed office hours

*[Signature]*  
**ZYRA MAY H. CENTINO**  
Department Head  
Department of Economics