

DAILY TIME RECORD**DELIMA, GINA A.**

(NAME)

For the month of


May 1 - 31, 2023

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						SL
3-WED						SL
4-THU	7:28	12:31	12:32	5:15		8hrs
5-FRI	7:53	12:57	12:58	5:34		8hrs
6-SAT						Off
7-SUN						Off
8-MON	7:26	12:27	12:32	5:19		8hrs
9-TUE	7:38	12:02	12:09	5:21		8hrs
10-WED	8:33	12:04	12:08	5:04	33mins	7hrs 27mins
11-THU	7:48	12:06	12:08	5:01		8hrs
12-FRI	7:26	12:06	12:08	5:01		8hrs
13-SAT						Off
14-SUN						Off
15-MON	7:09	12:17	12:18	5:09		8hrs
16-TUE	7:36	12:04	12:29	5:05		8hrs
17-WED	7:16	12:32	12:33	5:07		8hrs
18-THU	7:12	12:06	12:07	5:15		8hrs
19-FRI	8:00	12:00	1:00	5:00		8hrs
20-SAT						Off
21-SUN						Off
22-MON	7:56	12:33	12:34	6:58		8hrs
23-TUE	7:57	12:06	1:00	5:29		8hrs
24-WED						FL
25-THU	8:05	12:58	12:59	5:54	5mins	7hrs 55mins
26-FRI	7:45	12:01	12:08	5:16		8hrs
27-SAT						Off
28-SUN						Off
29-MON						OB
30-TUE						OB
31-WED						OB

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.


GINA A. DELIMA

VERIFIED as to prescribed office hours


LILIAN B. NUNEZ
Department Head

Institute for Strategic Research & Development Studies

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