

DAILY TIME RECORD **DELA PEÑA, WENCES REY B.** (NAME)

For the month of
December 1 - 31, 2024
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	7:59	12:55	12:56	5:00		8hrs
3-TUE	7:57	12:50	12:51	5:03		8hrs
4-WED	7:59	12:03	12:06	5:10		8hrs
5-THU	8:00	12:00	12:02	5:05		8hrs
6-FRI	8:13	12:02	1:00	5:00	13mins	7hrs 47mins
7-SAT						Off
8-SUN						Off
9-MON	7:52	12:00	12:02	5:07		9hrs 13mins
10-TUE	7:56	12:52	12:53	5:04		9hrs 7mins
11-WED	7:59	12:00	12:11	5:06		8hrs 56mins
12-THU	7:59	12:09	12:14	5:01		8hrs 57mins
13-FRI	7:05	12:05	12:19	5:00		9hrs 41mins
14-SAT						Off
15-SUN						Off
16-MON	7:52	12:00	1:00	9:48		8hrs
17-TUE	8:05	12:04	12:06	5:08	5mins	7hrs 55mins
18-WED	8:00	12:00	12:13	5:10		8hrs
19-THU	8:00	12:00	1:00	5:00		8hrs
20-FRI	8:04	12:05	12:10	5:12	4mins	7hrs 56mins
21-SAT						Off
22-SUN						Off
23-MON	7:55	12:51	12:55	5:13		8hrs
24-TUE						Holiday
25-WED						Holiday
26-THU	8:00	12:00	12:54	6:20		8hrs
27-FRI	7:44	12:53	12:56	5:00		8hrs
28-SAT						Off
29-SUN						Off
30-MON						Holiday
31-TUE						Holiday

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.


WENCES REY B. DELA PEÑA

VERIFIED as to prescribed office hours


LUZ C. ASIO

Department Head
Department of Agronomy