

DAILY TIME RECORD**CENTINO, ZYRA MAY H.**

(NAME)

For the month of

May 1 - 31, 2022

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	8:00			5:00	8hrs	Calamity Leave
3-TUE						Holiday
4-WED	8:00			5:00	8hrs	Calamity Leave
5-THU	8:00			5:00	8hrs	Calamity Leave
6-FRI	8:00			5:00	8hrs	Calamity Leave
7-SAT						Off
8-SUN						Off
9-MON						Holiday
10-TUE	8:00			5:00	8hrs	Calamity Leave
11-WED	7:57	12:02	12:47	5:14		8hrs
12-THU	6:56	12:13	12:54	5:29		8hrs
13-FRI	7:54	12:08	12:51	5:08		8hrs
14-SAT						Off
15-SUN						Off
16-MON	8:14	12:18	12:46	5:44		8hrs
17-TUE	7:00	12:01	12:52	5:36		8hrs
18-WED	7:43	12:08	12:57	5:30		8hrs
19-THU	6:59	12:20	12:52	5:24		8hrs
20-FRI	7:59	12:24	12:37	5:55		8hrs
21-SAT						Off
22-SUN						Off
23-MON	8:02	12:29	12:56	5:59		8hrs
24-TUE	6:57	12:10	12:34	5:52		8hrs
25-WED	8:10	12:28	12:59	6:02		8hrs
26-THU	7:00	12:18	12:42	5:10		8hrs
27-FRI	8:06	12:03	12:36	5:28		8hrs
28-SAT						Off
29-SUN						Off
30-MON	8:00			5:00	8hrs	T-non-cumulative leave
31-TUE	7:00	12:01	12:39	5:24	3hrs 14mins	4hrs 46mins

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.



ZYRA MAY H. CENTINO

VERIFIED as to prescribed office hours



MARIA HAZEL L. BELLEZAS

Department Head
Department of Economics