

DAILY TIME RECORD **AMPAC, LOUELLA C.** (NAME)

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SAT						Off
2-SUN						Off
3-MON	8:00	12:10	12:50	5:00		Absent
4-TUE	7:52	12:31	12:33	5:00	4hrs	4hrs
5-WED	7:50	12:00	12:31	5:01	8hrs	
6-THU	7:47	12:10	12:19	5:00	8hrs	
7-FRI	7:48	12:00	12:45	5:00	8hrs	
8-SAT						Off
9-SUN						Off
10-MON	7:51	12:00	12:10	5:01	8hrs	
11-TUE						Absent
12-WED		calamity leave				Absent
13-THU	7:58	12:00	1:00	5:01		Absent
14-FRI	7:49	12:06	12:08	5:01	4hrs	4hrs
15-SAT						Off
16-SUN						Off
17-MON		calamity leave				Absent
18-TUE	8:48	12:00	12:53	5:01	8hrs	48 min.
19-WED	8:00	12:00	1:00	5:00		Absent
20-THU	7:49	12:00	12:30	5:00	8hrs	
21-FRI	7:47	12:00	12:52	5:00	8hrs	
22-SAT						Off
23-SUN						Off
24-MON	7:50	12:00	12:59	5:00	8hrs	
25-TUE	8:00	12:00	12:54	5:00	8hrs	
26-WED	7:49	12:20	12:30	5:00	8hrs	
27-THU	7:46	12:00	12:35	5:01	8hrs	
28-FRI	7:43	12:00	12:07	6:06	4hrs	4hrs
29-SAT						Off
30-SUN						Off
31-MON	7:50	12:00	1:00	6:09	8hrs	48 min.

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.

Loeua C. Ampac
LOUELLA C. AMPAC

VERIFIED as to prescribed office hours

Daniel Leslie S. Tan
DANIEL LESLIE S. TAN
 Vice President

Office of the Vice President for Admin. & Finance