

DAILY TIME RECORD **GONZAGA, ERNESTO A. JR.** (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	7:44	12:00	12:24	5:06		8hrs
3-WED	7:55	12:06	12:33	5:08		8hrs
4-THU	8:00	12:01	12:09	5:08		8hrs
5-FRI	8:19	12:09	12:50	5:05	19mins	7hrs 41mins
6-SAT						Off
7-SUN						Off
8-MON						SL
9-TUE						SL
10-WED	7:58	12:08	12:33	5:07		8hrs
11-THU	7:46	12:10	12:30	5:21		8hrs
12-FRI	8:03	12:21	12:30	5:15	3mins	7hrs 57mins
13-SAT						Off
14-SUN						Off
15-MON	8:01	12:10	12:22	5:11	1min	7hrs 59mins
16-TUE	8:00	12:04	12:23	5:16		8hrs
17-WED	8:00	12:10	12:18	5:08		8hrs
18-THU	8:01	12:01	12:22	5:08	1min	7hrs 59mins
19-FRI	7:53	12:03	12:07	5:11		8hrs
20-SAT						Off
21-SUN						Off
22-MON	8:08	12:03	12:44	5:10	8mins	7hrs 52mins
23-TUE						SPL
24-WED	7:46	12:12	12:21	5:10		8hrs
25-THU	8:07	12:06	12:34	5:13	7mins	7hrs 53mins
26-FRI	8:04	12:01	12:09	5:07	4mins	7hrs 56mins
27-SAT						Off
28-SUN						Off
29-MON	7:49	12:02	12:19	5:11		8hrs
30-TUE	7:52	12:02	12:31	5:05		8hrs
31-WED	7:54	12:03	12:19	5:16		8hrs

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.

ERNESTO A. GONZAGA JR.

VERIFIED as to prescribed office hours

LILIAN B. NUÑEZ

Department Head
 Institute for Strategic Research & Development Studies

DAILY TIME RECORD **GONZAGA, ERNESTO A. JR.** (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	7:44	12:00	12:24	5:06		8hrs
3-WED	7:55	12:06	12:33	5:08		8hrs
4-THU	8:00	12:01	12:09	5:08		8hrs
5-FRI	8:19	12:09	12:50	5:05	19mins	7hrs 41mins
6-SAT						Off
7-SUN						Off
8-MON						SL
9-TUE						SL
10-WED	7:58	12:08	12:33	5:07		8hrs
11-THU	7:46	12:10	12:30	5:21		8hrs
12-FRI	8:03	12:21	12:30	5:15	3mins	7hrs 57mins
13-SAT						Off
14-SUN						Off
15-MON	8:01	12:10	12:22	5:11	1min	7hrs 59mins
16-TUE	8:00	12:04	12:23	5:16		8hrs
17-WED	8:00	12:10	12:18	5:08		8hrs
18-THU	8:01	12:01	12:22	5:08	1min	7hrs 59mins
19-FRI	7:53	12:03	12:07	5:11		8hrs
20-SAT						Off
21-SUN						Off
22-MON	8:08	12:03	12:44	5:10	8mins	7hrs 52mins
23-TUE						SPL
24-WED	7:46	12:12	12:21	5:10		8hrs
25-THU	8:07	12:06	12:34	5:13	7mins	7hrs 53mins
26-FRI	8:04	12:01	12:09	5:07	4mins	7hrs 56mins
27-SAT						Off
28-SUN						Off
29-MON	7:49	12:02	12:19	5:11		8hrs
30-TUE	7:52	12:02	12:31	5:05		8hrs
31-WED	7:54	12:03	12:19	5:16		8hrs

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.

ERNESTO A. GONZAGA JR.

VERIFIED as to prescribed office hours

LILIAN B. NUÑEZ

Department Head
 Institute for Strategic Research & Development Studies