

DAILY TIME RECORD

BAGARINAO, ALEX P.

(NAME)

For the month of
February 1 - 28, 2022
 Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-TUE						Holiday
2-WED	4:10	10:41	12:41	5:10	8hrs	
3-THU	4:12	12:27	12:37	5:12	4hrs	4hrs
4-FRI	4:10	10:42	12:40	5:10		Absent
5-SAT						Off
6-SUN						Off
7-MON	4:01	10:41	1:10	5:10	8hrs	
8-TUE	4:04	12:33	12:38	5:15	4hrs	4hrs
9-WED	4:05	12:25	12:30	5:12	4hrs	4hrs
10-THU	4:06	12:24	12:27	5:10	4hrs	4hrs
11-FRI	4:03	12:20	12:23	5:12	4hrs	4hrs
12-SAT						Off
13-SUN						Off
14-MON	4:04	10:31	12:32	5:12	5hrs 29mins	2hrs 31mins
15-TUE	4:02	10:30	12:27	5:10	5hrs 30mins	2hrs 30mins
16-WED	4:04	12:29	12:32	5:15	4hrs	4hrs
17-THU	4:11	10:30	12:26	5:10	5hrs 30mins	2hrs 30mins
18-FRI	4:05	12:22	12:25	5:12	4hrs	4hrs
19-SAT						Off
20-SUN						Off
21-MON	4:05	12:26	12:28	5:10	4hrs	4hrs
22-TUE	4:06	10:32	12:28	5:12	5hrs 28mins	2hrs 32mins
23-WED	4:12	12:23	12:28	5:10	4hrs	4hrs
24-THU	4:04	10:28	12:31	5:10	5hrs 32mins	2hrs 28mins
25-FRI	4:05	10:41	12:41	5:10		Absent
26-SAT						Off
27-SUN						Off
28-MON	4:11	12:33	12:35	5:10	4hrs	4hrs

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.

ALEX P. BAGARINAO

VERIFIED as to prescribed office hours

MARIA ROBERTA S. MIRAFLOR

Department Head
 Office of the Head of Records and Archives