

DAILY TIME RECORD
NAPIERE, WILMA V.
(NAME)

For the month of
September 1 - 30, 2025
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON	7:53	12:07	12:08	5:27		8hrs
2-TUE	7:50	12:04	12:05	5:09		8hrs
3-WED	7:54	12:11	12:12	5:08		8hrs
4-THU	7:22	12:05	12:07	5:18		8hrs
5-FRI	6:57	12:04	12:06	5:21		8hrs
6-SAT						Off
7-SUN						Off
8-MON	7:55	12:04	12:05	5:04		8hrs
9-TUE						SL
10-WED	8:01	12:09	12:11	5:02	1min	7hrs 59mins
11-THU	7:43	12:07	12:09	5:07		8hrs
12-FRI	7:46	12:03	12:04	5:06		8hrs
13-SAT						Off
14-SUN						Off
15-MON	7:51	12:01	12:02	5:21		8hrs
16-TUE	8:05	12:10	12:11	5:19	5mins	7hrs 55mins
17-WED	7:53	12:17	12:20	5:06		8hrs
18-THU	8:04	12:10	12:12	5:10	4mins	7hrs 56mins
19-FRI	7:48	12:02	12:26	5:05		8hrs
20-SAT						Off
21-SUN						Off
22-MON	7:48	1:01				4hrs SUSPENDED 12:01 pm 11:59 pm
23-TUE	7:53	12:10	12:12	5:05		8hrs
24-WED	7:36	12:06	12:07	5:10		8hrs
25-THU	7:39	12:18	12:21	4:12		7hrs 12mins SUSPENDED 12:01 pm 11:59 pm
26-FRI						SUSPENDED 12:01 am 11:59 pm
27-SAT						Off
28-SUN						Off
29-MON	8:12	12:03	12:05	6:19	12mins	7hrs 48mins
30-TUE	7:39	12:04	12:06	5:05		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.

WILMA V. NAPIERE

VERIFIED as to prescribed office hours

QUEEN-EVER Y. ATUPAN

Department Head
Cashiering Office

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