

DAILY TIME RECORD
NAPIERE, WILMA V.

(NAME)

For the month of
November 1 - 30, 2023
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED						Holiday
2-THU						Holiday
3-FRI	7:58	12:14	12:15	5:44		8hrs
4-SAT	10:28	12:30	12:31	5:09		6hrs 40mins
5-SUN						Off
6-MON	7:56	12:28	12:29	7:11		8hrs
7-TUE	8:03	12:32	12:33	7:06	3mins	7hrs 57mins
8-WED	7:19	12:24	12:27	7:08		8hrs
9-THU	7:56	12:04	12:07	7:05		8hrs
10-FRI	8:00	12:32	12:34	5:31		8hrs
11-SAT	9:35	12:27	12:28	5:16		7hrs 40mins
12-SUN						OB
13-MON						OB
14-TUE						OB
15-WED						OB
16-THU						OB
17-FRI						OB
18-SAT						Off
19-SUN						Off
20-MON	8:04	12:23	12:24	5:14	4mins	7hrs 56mins
21-TUE	7:56	12:20	12:21	5:24		8hrs
22-WED	8:01	12:26	12:27	7:08	1min	7hrs 59mins
23-THU	8:01	12:23	12:24	7:11	1min	7hrs 59mins
24-FRI	8:00	12:25	12:26	5:33		8hrs
25-SAT	8:49	12:23	12:25	5:07		8hrs 16mins
26-SUN						Off
27-MON						Holiday
28-TUE						SL
29-WED						SL
30-THU	8:02	12:10	12:12	5:08	2mins	7hrs 58mins

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

NICK FREDDY R. BELLO

Department Head
Accounting Office

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