

DAILY TIME RECORD**BASTASA, ARTURO S.**

(NAME)

For the month of

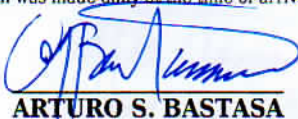
August 1 - 31, 2023

Official hours for arrival and departure

8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-TUE	7:56	12:05	12:08	6:27		8hrs
2-WED	8:07	12:00	12:07	6:25	7mins	7hrs 53mins
3-THU	8:05	12:00	12:01	5:04	5mins	7hrs 55mins
4-FRI	8:03	12:02	12:08	5:40	3mins	7hrs 57mins
5-SAT						Off
6-SUN						Off
7-MON	8:08	12:02	12:03	6:05	8mins	7hrs 52mins
8-TUE	7:59	12:00	12:01	5:09		8hrs
9-WED	8:02	12:01	12:02	6:12	2mins	7hrs 58mins
10-THU	8:07	12:00	12:01	5:07	7mins	7hrs 53mins
11-FRI	8:13	12:00	12:02	6:38	13mins	7hrs 47mins
12-SAT						Off
13-SUN						Off
14-MON	8:00	12:00	12:11	6:02		8hrs
15-TUE	8:00	12:00	12:50	7:21		8hrs
16-WED	8:03	12:30	12:35	6:51	3mins	7hrs 57mins
17-THU	8:09	12:00	12:01	6:45	9mins	7hrs 51mins
18-FRI	7:56	12:00	12:30	5:46		8hrs
19-SAT						Off
20-SUN						Off
21-MON						Holiday
22-TUE	7:48	12:00	12:25	5:10		8hrs
23-WED	7:55	12:00	12:50	5:31		8hrs
24-THU	8:00	12:00	12:15	6:31		8hrs
25-FRI	7:58	12:00	12:46	5:50		8hrs
26-SAT						Off
27-SUN						Off
28-MON						Holiday
29-TUE	7:12	12:00	12:55	6:55		8hrs
30-WED	7:55	12:02	12:41	6:03		8hrs
31-THU	8:00	12:00	12:55	6:15		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.


ARTURO S. BASTASA

VERIFIED as to prescribed office hours


KLEER JEANN G. LONGATANG

Department Head

Institute of Tropical Ecology & Envi. Mgmt.