

DAILY TIME RECORD
ANDAN, CHARLIE S.

(NAME)

For the month of
January 1 - 31, 2023
Official hours for arrival and departure
8:00AM - 5:00PM

| Day | AM | | PM | | T/U | Total |
|--------|------|-------|-------|------|------------|-------------|
| | IN | OUT | IN | OUT | | |
| 1-SUN | | | | | | Off |
| 2-MON | | | | | | Holiday |
| 3-TUE | 8:00 | 12:09 | 12:11 | 5:50 | | 8hrs |
| 4-WED | 7:23 | 12:07 | 12:10 | 5:18 | | 8hrs |
| 5-THU | 7:51 | 12:11 | 12:13 | 5:15 | | 8hrs |
| 6-FRI | 8:42 | 12:49 | 12:51 | 5:49 | 42mins | 7hrs 18mins |
| 7-SAT | | | | | | Off |
| 8-SUN | | | | | | Off |
| 9-MON | 8:31 | 12:43 | 12:45 | 5:24 | 31mins | 7hrs 29mins |
| 10-TUE | 8:35 | 12:46 | 12:50 | 5:14 | 35mins | 7hrs 25mins |
| 11-WED | 9:05 | 12:16 | 12:18 | 5:02 | 1hr 5mins | 6hrs 55mins |
| 12-THU | 9:47 | 12:07 | 12:10 | 5:10 | 1hr 47mins | 6hrs 13mins |
| 13-FRI | 8:32 | 12:49 | 12:52 | 5:11 | 32mins | 7hrs 28mins |
| 14-SAT | | | | | | Off |
| 15-SUN | | | | | | Off |
| 16-MON | 8:00 | 12:30 | 12:32 | 5:21 | | 8hrs |
| 17-TUE | 8:31 | 12:47 | 12:49 | 5:56 | 31mins | 7hrs 29mins |
| 18-WED | 7:56 | 12:12 | 12:18 | 5:11 | | 8hrs |
| 19-THU | 8:03 | 12:14 | 12:39 | 5:37 | 3mins | 7hrs 57mins |
| 20-FRI | | | | | | OB |
| 21-SAT | | | | | | Off |
| 22-SUN | | | | | | Off |
| 23-MON | 8:33 | 12:44 | 12:46 | 5:24 | 33mins | 7hrs 27mins |
| 24-TUE | 8:10 | 12:34 | 12:36 | 5:35 | 10mins | 7hrs 50mins |
| 25-WED | 8:45 | 12:40 | 12:41 | 5:04 | 45mins | 7hrs 15mins |
| 26-THU | | | | | | OB |
| 27-FRI | | | | | | OB |
| 28-SAT | | | | | | OB |
| 29-SUN | | | | | | OB |
| 30-MON | | | | | | OB |
| 31-TUE | 7:37 | 12:18 | 12:31 | 5:23 | | 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.

CHARLIE S. ANDAN

VERIFIED as to prescribed office hours

JANNET C. BENCURE

College Dean
College of Engineering and Technology

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