

DAILY TIME RECORD**VILLAREMO, MAREJEN A.**

(NAME)

For the month of


July 1 - 31, 2024

Official hours for arrival and departure

8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON	7:57	12:07	12:13	5:11		8hrs
2-TUE	7:55	12:12	12:35	5:15		8hrs
3-WED	7:55	12:04	12:17	5:14		8hrs
4-THU	7:59	12:06	12:29	5:03		8hrs
5-FRI	7:59	12:02	12:14	5:24		8hrs
6-SAT						Off
7-SUN						Off
8-MON	7:56	12:06	12:24	5:21		8hrs
9-TUE	7:57	12:10	12:39	5:12		8hrs
10-WED	7:55	12:15	12:15	6:11		8hrs
11-THU						OB
12-FRI						Absent
13-SAT						Off
14-SUN						Off
15-MON	8:00	12:05	12:16	5:29		8hrs
16-TUE	7:45	12:11	12:15	5:12		8hrs
17-WED	7:59	12:14	12:28			4hrs SUSPENDED 4:30 pm 11:59 pm
18-THU						SUSPENDED 8:00 am 11:59 pm
19-FRI	7:56	12:15	12:31	5:03		8hrs
20-SAT						Off
21-SUN						Off
22-MON	8:00	12:22	12:35	5:16		8hrs
23-TUE	7:57	12:03	12:27	5:21		8hrs
24-WED	7:55	12:03	12:36	5:15		8hrs
25-THU	7:56	12:10	12:36	5:17		8hrs
26-FRI	7:58	12:02	12:04	5:49		8hrs
27-SAT						Off
28-SUN						Off
29-MON	8:00	12:00	1:00	5:00		8hrs
30-TUE	7:55	12:03	12:06	5:27		8hrs
31-WED	7:59	12:00	12:05	5:12		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.



MAREJEN A. VILLAREMO

VERIFIED as to prescribed office hours

JEROME O. ARRIBADO

Department Head
Eco-Farm & Resource Management Institute

Date Generated: Aug/13/2024 04:42:33

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