

DAILY TIME RECORD**CAPARAS, MERRY JEAN A.**

(NAME)

For the month of

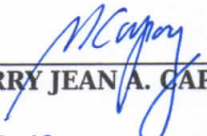
October 1 - 31, 2023

Official hours for arrival and departure

8:00AM - 5:00PM

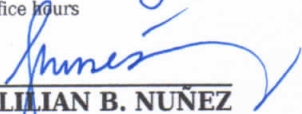
Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SUN						Off
2-MON	7:51	12:01	12:05	5:00		8hrs
3-TUE	7:56	12:11	12:54	6:28		8hrs
4-WED						VSU-FAN GENERAL ASSEMBLY
5-THU	7:54	12:45	12:47	5:46		8hrs
6-FRI	12:07	12:05	12:07	5:57		8hrs
7-SAT						Off
8-SUN						Off
9-MON	7:50	12:05	12:06	6:51		8hrs
10-TUE	7:57	12:46	12:51	5:43		8hrs
11-WED	6:37	12:30	12:33	5:32		8hrs
12-THU	7:48	12:31	12:34	5:23		8hrs
13-FRI	7:53	12:18	12:20	5:42		8hrs
14-SAT						Off
15-SUN						Off
16-MON						OB
17-TUE	8:00	12:01	12:02	5:00		8hrs
18-WED	7:04	12:36	12:40	6:11		8hrs
19-THU						OB
20-FRI						Holiday
21-SAT						Off
22-SUN						Off
23-MON	7:40	12:35	12:37	5:50		8hrs
24-TUE	8:00	12:13	12:17	5:33		8hrs
25-WED	8:01	12:16	12:59	5:33	1min	7hrs 59mins
26-THU	7:52	12:01	12:03	5:24		8hrs
27-FRI	7:59	12:02	12:25	5:32		8hrs
28-SAT						Off
29-SUN						Off
30-MON						Holiday
31-TUE	8:00	12:01	12:02	5:00		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.



MERRY JEAN A. CAPARAS

VERIFIED as to prescribed office hours



LILIAN B. NUNEZ

Department Head

Institute for Strategic Research & Development Studies

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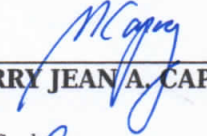
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