

DAILY TIME RECORD **CRUZ, MARIA TERESA A.** (NAME)

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

| Day | AM | | PM | | T/U | Total |
|--------|------|-------|-------|------|-----|---------------------|
| | IN | OUT | IN | OUT | | |
| 1-SAT | | | | | | Off |
| 2-SUN | | | | | | Off |
| 3-MON | 7:51 | 12:07 | 12:51 | 5:11 | | 8hrs |
| 4-TUE | 7:58 | 12:09 | 12:24 | 5:10 | | 8hrs |
| 5-WED | | | | | | CDO |
| 6-THU | | | | | | CDO |
| 7-FRI | | | | | | CDO |
| 8-SAT | | | | | | Off |
| 9-SUN | | | | | | Off |
| 10-MON | | | | | | CDO |
| 11-TUE | | | | | | CDO |
| 12-WED | | | | | | CDO |
| 13-THU | | | | | | CDO |
| 14-FRI | | | 1:00 | 5:00 | | 4hrs (CDO half day) |
| 15-SAT | | | | | | Off |
| 16-SUN | | | | | | Off |
| 17-MON | | | | | | FL |
| 18-TUE | | | | | | FL |
| 19-WED | | | | | | FL |
| 20-THU | | | | | | SPL |
| 21-FRI | | | | | | SPL |
| 22-SAT | | | | | | Off |
| 23-SUN | | | | | | Off |
| 24-MON | 7:54 | 12:01 | 12:52 | 5:09 | | 8hrs |
| 25-TUE | 7:49 | 12:21 | 12:51 | 5:10 | | 8hrs |
| 26-WED | 7:51 | 12:02 | 12:51 | 5:00 | | 8hrs |
| 27-THU | 7:53 | 12:05 | 12:50 | 5:23 | | 8hrs |
| 28-FRI | 7:54 | 12:05 | 12:49 | 5:01 | | 8hrs |
| 29-SAT | | | | | | Off |
| 30-SUN | | | | | | Off |
| 31-MON | 7:52 | 12:01 | 12:53 | 5:37 | | 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.


MARIA TERESA A. CRUZ

VERIFIED as to prescribed office hours

EDGARDO E. TULIN
President
Office of the President

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