

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

(NAME)

For the month of

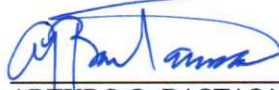
December 1 - 31, 2024

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	12:10	12:02	12:10	5:25		8hrs
3-TUE	8:05	12:00	12:01	5:35	5mins	7hrs 55mins
4-WED	7:57	12:01	12:03	5:30		8hrs
5-THU	8:01	12:00	12:01	5:38	1min	7hrs 59mins
6-FRI	8:01	12:04	12:06	5:42	1min	7hrs 59mins
7-SAT						Off
8-SUN						Off
9-MON	7:58	12:05	12:09	6:08		8hrs
10-TUE	8:22	12:01	12:03	5:34	22mins	7hrs 38mins
11-WED	8:05	12:00	12:01	5:41	5mins	7hrs 55mins
12-THU	8:12	12:33	12:36	5:49	12mins	7hrs 48mins
13-FRI	8:20	12:00	12:01	5:31	20mins	7hrs 40mins
14-SAT						Off
15-SUN						Off
16-MON	7:06	12:00	12:07	5:41		8hrs
17-TUE	8:04	12:03	12:05	5:34	4mins	7hrs 56mins
18-WED	8:12	12:00	12:04	5:34	12mins	7hrs 48mins
19-THU	8:02	12:22	12:24	5:30	2mins	7hrs 58mins
20-FRI	7:59	12:01	12:10	5:34		8hrs
21-SAT						Off
22-SUN						Off
23-MON	8:00	12:00	12:10	8:05		8hrs
24-TUE						Holiday
25-WED						Holiday
26-THU						VL
27-FRI			12:31	5:20	4hrs	4hrs
28-SAT						Off
29-SUN						Off
30-MON						Holiday
31-TUE						Holiday

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


TEOFANES A. PATINDOL

Department Head

Institute of Tropical Ecology and Environmental Science