

DAILY TIME RECORD
ESGUERRA, ERLY S.

(NAME)

For the month of
January 1 - 31, 2025
Official hours for arrival and departure
8:00AM - 5:00PM

| Day | AM | | PM | | T/U | Total |
|--------|------|-------|-------|------|--------|-------------|
| | IN | OUT | IN | OUT | | |
| 1-WED | | | | | | Holiday |
| 2-THU | | | | | | FL |
| 3-FRI | | | | | | FL |
| 4-SAT | | | | 8:34 | | |
| 5-SUN | | | | | | Off |
| 6-MON | | | | | | FL |
| 7-TUE | 7:32 | 12:22 | 12:23 | 5:11 | | 8hrs |
| 8-WED | 8:03 | 12:27 | 12:30 | 7:11 | 3mins | 7hrs 57mins |
| 9-THU | 7:51 | 12:18 | 12:23 | 7:12 | | 8hrs |
| 10-FRI | 7:50 | 12:07 | 12:08 | 5:32 | | 8hrs |
| 11-SAT | | | | | | Off |
| 12-SUN | | | | | | Off |
| 13-MON | 8:00 | 12:27 | 12:32 | 7:21 | | 8hrs |
| 14-TUE | 7:47 | 12:30 | 12:33 | 7:13 | | 8hrs |
| 15-WED | 7:55 | 12:37 | 12:39 | 7:17 | | 8hrs |
| 16-THU | 7:51 | 12:11 | 12:12 | 7:55 | | 8hrs |
| 17-FRI | 8:25 | 12:52 | 12:53 | 9:34 | 25mins | 7hrs 35mins |
| 18-SAT | 9:20 | 12:39 | 12:42 | 5:27 | | 8hrs 4mins |
| 19-SUN | | | 1:44 | 5:16 | | 3hrs 32mins |
| 20-MON | 8:01 | 12:04 | 12:06 | 5:19 | 1min | 7hrs 59mins |
| 21-TUE | 7:47 | 12:23 | 12:26 | 7:22 | | 8hrs |
| 22-WED | 7:50 | 12:42 | 12:43 | 5:26 | | 8hrs |
| 23-THU | 8:05 | 12:28 | 12:31 | 5:25 | 5mins | 7hrs 55mins |
| 24-FRI | 8:07 | 12:25 | 12:29 | 5:40 | 7mins | 7hrs 53mins |
| 25-SAT | | | | | | Off |
| 26-SUN | | | | | | Off |
| 27-MON | | | 12:01 | 5:11 | 4hrs | 4hrs |
| 28-TUE | 8:00 | 12:25 | 12:28 | 5:18 | | 8hrs |
| 29-WED | | | | | | Holiday |
| 30-THU | 7:46 | 12:07 | 12:34 | 5:27 | | 8hrs |
| 31-FRI | 7:56 | 12:23 | 12:24 | 5:29 | | 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.

ERLY S. ESGUERRA

VERIFIED as to prescribed office hours

ALICIA M. FLORES

Department Head
Budgeting Office

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