

DAILY TIME RECORD
BUSTILLO, NORIETA B.
(NAME)

For the month of
February 1 - 28, 2025
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	7:57	12:13	12:14	8:10		8hrs
4-TUE	7:55	12:06	12:07	8:11		8hrs
5-WED	7:59	12:09	12:11	7:09		8hrs
6-THU	7:56	12:09	12:10	7:02		8hrs
7-FRI	8:19	12:33	12:33	7:17	19mins	7hrs 41mins
8-SAT			1:37	5:23		3hrs 46mins
9-SUN	11:24	12:21	12:22	4:39		5hrs 14mins
10-MON	10:30	12:39	12:40	6:48		5hrs 30mins SUSPENDED 8:00 am 11:59 pm
11-TUE	7:39	12:18	12:20	7:31		8hrs
12-WED	8:11	12:16	12:17	8:06	11mins	7hrs 49mins
13-THU	8:05	12:39	12:40	7:44	5mins	7hrs 55mins
14-FRI	7:21	12:23	12:24	5:30		8hrs
15-SAT						Off
16-SUN						Off
17-MON	8:12	12:26	12:27	5:26	12mins	7hrs 48mins
18-TUE						SLP
19-WED	8:13	12:10	12:11	5:57	13mins	7hrs 47mins
20-THU	8:19	12:43	12:44	5:33	19mins	7hrs 41mins
21-FRI	8:36	12:09	12:10	5:24	36mins	7hrs 24mins
22-SAT			12:18	3:04		2hrs 46mins
23-SUN						Off
24-MON	8:12	12:03	12:04	5:45	12mins	7hrs 48mins
25-TUE	8:02	12:40	12:41	5:54	2mins	7hrs 58mins
26-WED						SLP
27-THU	8:00	12:27	12:28	5:19		8hrs
28-FRI	8:06	12:42	12:43	5:11	6mins	7hrs 54mins

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.

NORIETA B. BUSTILLO

VERIFIED as to prescribed office hours

NICK FREDDY R. BELLO

Department Head
Accounting Office

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