

**DAILY TIME RECORD**  
**CUTAMORA, CHARLIE MARK F.**  
(NAME)

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-THU						Holiday
2-FRI	8:00	12:00	1:00	5:04		8hrs
3-SAT						Off
4-SUN						Off
5-MON	8:00	12:00	1:00	5:07		8hrs
6-TUE	8:46	12:10	12:11	5:04	46mins	7hrs 14mins
7-WED	7:00	12:00	1:00	5:20		8hrs
8-THU	8:15	12:01	12:03	5:04	15mins	7hrs 45mins
9-FRI	7:00	12:00	1:00	5:35		8hrs
10-SAT						Off
11-SUN						Off
12-MON						Holiday
13-TUE	9:08	12:00	1:00	6:21	1hr 8mins	6hrs 52mins
14-WED	8:52	12:03	12:06	5:11	52mins	7hrs 8mins
15-THU	8:26	12:00	12:02	5:02	26mins	7hrs 34mins
16-FRI	9:05	12:00	1:00	7:06	1hr 5mins	6hrs 55mins
17-SAT						Off
18-SUN						Off
19-MON	8:58	12:05	12:06	5:04	58mins	7hrs 2mins
20-TUE	7:00	12:56	12:57	5:01		8hrs
21-WED	7:00	12:00	1:00	5:43		8hrs
22-THU	8:43	12:00	12:02	5:30	43mins	7hrs 17mins
23-FRI						OB
24-SAT						Off
25-SUN						Off
26-MON	9:00	12:40	12:41	5:11	1hr	7hrs
27-TUE						OB
28-WED						OB
29-THU	8:52	12:25	12:27	5:07	52mins	7hrs 8mins
30-FRI	7:00	12:00	1:00	5:04		8hrs
31-SAT						Off

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.

**CHARLIE MARK F. CUTAMORA**

VERIFIED as to prescribed office hours

**DODONG NEIL L. BARRIENTOS**

Department Head  
Motor Pool Services Unit

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