

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

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-FRI	8:00	12:00	1:00	5:40		8hrs
2-SAT						Off
3-SUN						Off
4-MON	7:54	12:36	12:37		4hrs	4hrs
5-TUE	8:09			5:01	8hrs	
6-WED	8:05	12:04	12:05	5:01	5mins	7hrs 55mins
7-THU	8:25	12:00	12:02	5:05	25mins	7hrs 35mins
8-FRI	8:29	12:07	12:08	6:03	29mins	7hrs 31mins
9-SAT						Off
10-SUN	9:58					
11-MON	8:22	12:09	12:10	5:05	22mins	7hrs 38mins
12-TUE	5:00	12:38	12:39	5:20		8hrs
13-WED	8:00	12:00	1:00	6:25		8hrs
14-THU	8:44	12:00	1:00	5:08	44mins	7hrs 16mins
15-FRI	8:51	12:03	12:04	6:05	51mins	7hrs 9mins
16-SAT						Off
17-SUN						Off
18-MON	8:22	12:00	12:02	5:03	22mins	7hrs 38mins
19-TUE	8:42	12:10	12:11	5:06	42mins	7hrs 18mins
20-WED	8:29	12:01	12:03	5:03	29mins	7hrs 31mins
21-THU						Holiday
22-FRI	8:38	12:00	12:03	5:02	38mins	7hrs 22mins
23-SAT						Off
24-SUN						Off
25-MON						Holiday
26-TUE						SUSPENDED 12:01 am 11:59 pm
27-WED			1:16	5:01		3hrs 44mins SUSPENDED 12:01 am 12:00 pm
28-THU						SL
29-FRI	9:10	12:02	12:04	5:16	1hr 10mins	6hrs 50mins
30-SAT						Off
31-SUN						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

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

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-FRI	8:00	12:00	1:00	5:40		8hrs
2-SAT						Off
3-SUN						Off
4-MON	7:54	12:36	12:37		4hrs	4hrs
5-TUE	8:09			5:01	8hrs	
6-WED	8:05	12:04	12:05	5:01	5mins	7hrs 55mins
7-THU	8:25	12:00	12:02	5:05	25mins	7hrs 35mins
8-FRI	8:29	12:07	12:08	6:03	29mins	7hrs 31mins
9-SAT						Off
10-SUN	9:58					
11-MON	8:22	12:09	12:10	5:05	22mins	7hrs 38mins
12-TUE	5:00	12:38	12:39	5:20		8hrs
13-WED	8:00	12:00	1:00	6:25		8hrs
14-THU	8:44	12:00	1:00	5:08	44mins	7hrs 16mins
15-FRI	8:51	12:03	12:04	6:05	51mins	7hrs 9mins
16-SAT						Off
17-SUN						Off
18-MON	8:22	12:00	12:02	5:03	22mins	7hrs 38mins
19-TUE	8:42	12:10	12:11	5:06	42mins	7hrs 18mins
20-WED	8:29	12:01	12:03	5:03	29mins	7hrs 31mins
21-THU						Holiday
22-FRI	8:38	12:00	12:03	5:02	38mins	7hrs 22mins
23-SAT						Off
24-SUN						Off
25-MON						Holiday
26-TUE						SUSPENDED 12:01 am 11:59 pm
27-WED			1:16	5:01		3hrs 44mins SUSPENDED 12:01 am 12:00 pm
28-THU						SL
29-FRI	9:10	12:02	12:04	5:16	1hr 10mins	6hrs 50mins
30-SAT						Off
31-SUN						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