

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

For the month of
September 1 - 30, 2025
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON	9:27	12:00	1:01	5:17	1hr 11mins	6hrs 49mins
2-TUE						OB
3-WED	7:09			5:04	8hrs	
4-THU	8:23	12:26	12:27	5:38	23mins	7hrs 37mins
5-FRI	7:00	12:00	1:00	5:40		8hrs
6-SAT						Off
7-SUN						Off
8-MON	9:04	12:02	12:05	6:08	4mins	7hrs 56mins
9-TUE				10:24	8hrs	
10-WED	8:58	12:10	12:13	6:05		8hrs
11-THU	9:03	12:14	12:14	6:14	3mins	7hrs 57mins
12-FRI	6:00	12:00	1:00	6:16		8hrs
13-SAT						Off
14-SUN						Off
15-MON	8:37	12:14	12:15	5:02	37mins	7hrs 23mins
16-TUE	6:21				8hrs	
17-WED	7:12	12:05	12:06	5:02		8hrs
18-THU	8:59	12:32	12:33	5:27	59mins	7hrs 1min
19-FRI	8:27	12:03	12:04	5:12	27mins	7hrs 33mins
20-SAT						Off
21-SUN						Off
22-MON	8:42	12:05				3hrs 18mins
						SUSPENDED 12:01 pm 11:59 pm
23-TUE	8:11	12:07	12:08	5:26	11mins	7hrs 49mins
24-WED	8:36	12:04	12:05	5:14	36mins	7hrs 24mins
25-THU	9:28	12:03	12:05			2hrs 32mins
						SUSPENDED 12:01 pm 11:59 pm
26-FRI						SUSPENDED 12:01 am 11:59 pm
27-SAT						Off
28-SUN			3:09	9:56		6hrs 47mins
29-MON	8:06	12:17	12:19	5:08	6mins	7hrs 54mins
30-TUE	7:59	12:00	1:00	7:34		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.

CHARLIE MARK F. CUTAMORA

VERIFIED as to prescribed office hours

DODONG NEIL L. BARRIENTOS

Department Head
Motor Pool Services Unit

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