

DAILY TIME RECORD
DE LOS SANTOS, JANET ALEXIS A.
(NAME)

For the month of
May 1 - 31, 2024
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	7:51	12:06	12:07	5:00		8hrs
3-FRI	7:48	12:03	12:05	5:03		8hrs
4-SAT						Off
5-SUN						Off
6-MON	8:00	12:00	12:50	5:05		8hrs
7-TUE						OB
8-WED						OB
9-THU	7:58	12:11	12:12	5:27		8hrs
10-FRI	7:58	12:08	12:14	5:13		8hrs
11-SAT						Off
12-SUN						Off
13-MON	8:00	12:00	1:00	5:25		8hrs
14-TUE	7:39	12:02	12:04	5:21		8hrs
15-WED						OB
16-THU						OB
17-FRI						OB
18-SAT						OB
19-SUN						OB
20-MON	7:53	12:13	12:14	5:08		9hrs 14mins
21-TUE	7:57	12:03	12:05	5:05		9hrs 6mins
22-WED	8:00	12:04	12:13	5:26		9hrs 17mins
23-THU						OB
24-FRI						OB
25-SAT						OB
26-SUN						OB
27-MON	8:00	12:02	12:15	5:22		8hrs
28-TUE	7:47	12:10	12:11	5:56		8hrs
29-WED						OB
30-THU	8:03	12:26	12:28	5:12	3mins	7hrs 57mins
31-FRI	7:51	12:10	12:14	5:01		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.

JANET ALEXIS A. DE LOS SANTOS

VERIFIED as to prescribed office hours

CHRISTIAN VIE P. BALDONADO

Department Head
Faculty of Nursing

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