

DAILY TIME RECORD
NAYRE, ARTEMIO T.
(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	7:46	12:03	12:06	5:00		8hrs
3-FRI						OB
4-SAT						Off
5-SUN						Off
6-MON						OB
7-TUE						OB
8-WED	7:47	12:00	12:02	5:00		8hrs
9-THU	7:38	12:02	12:07	5:01		8hrs
10-FRI						OB
11-SAT						Off
12-SUN						Off
13-MON	7:18	12:01	12:07	5:00		8hrs
14-TUE	7:35	12:02	12:05	5:03		8hrs
15-WED	7:32	12:00	1:00	5:00		8hrs
16-THU	7:39	12:07	12:12	5:05		8hrs
17-FRI	7:44	12:10	12:14	5:05		8hrs
18-SAT						Off
19-SUN						Off
20-MON	7:44	12:00	1:00	5:14		8hrs
21-TUE	6:00	12:00	1:00	5:00		8hrs
22-WED	7:19	12:14	12:18	5:02		8hrs
23-THU						OB
24-FRI	7:49	12:00	12:01	5:25		8hrs
25-SAT						Off
26-SUN						Off
27-MON	7:46	12:00	12:04	5:02		8hrs
28-TUE						OB
29-WED						OB
30-THU						OB
31-FRI	7:47	12:03	12:19	7:08		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.

ARTEMIO T. NAYRE

VERIFIED as to prescribed office hours

MARLON G. BURLAS
Department Head
General Services Office

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