

DAILY TIME RECORD
NAYRE, ARTEMIO T.
(NAME)

For the month of
February 1 - 28, 2025
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SAT						Off
2-SUN						Off
3-MON						OB
4-TUE	7:48	12:04	12:09	5:01		8hrs
5-WED	7:52	12:09	12:11	5:02		8hrs
6-THU						OB
7-FRI						OB
8-SAT						Off
9-SUN						Off
10-MON						OB
11-TUE						OB
12-WED						OB
13-THU	7:50	12:38	12:40	5:02		8hrs
14-FRI						OB
15-SAT						Off
16-SUN						Off
17-MON	7:51	12:04	12:08	5:02		8hrs
18-TUE	7:52	12:03	12:06	5:01		8hrs
19-WED	7:50	12:02	12:05	5:03		8hrs
20-THU						OB
21-FRI	7:47	12:09	12:11	5:08		8hrs
22-SAT						Off
23-SUN						Off
24-MON	7:52	12:03	12:05	5:00		8hrs
25-TUE						OB
26-WED	7:43	12:05	12:07	5:08		8hrs
27-THU	7:57	12:10	12:19	5:04		8hrs
28-FRI						OB

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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