

DAILY TIME RECORD
NAYRE, ARTEMIO T.

(NAME)

For the month of
March 1 - 31, 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	7:55	12:02	12:05	5:04		8hrs
5-WED						OB
6-THU						SLP
7-FRI	7:50	12:03	12:05	5:01		8hrs
8-SAT						Off
9-SUN						Off
10-MON	7:52	12:02	12:03	5:03		8hrs
11-TUE	7:38			5:07	4hrs	OB 8:30 AM - 1:18 PM
12-WED	7:51	12:02	12:04	5:03		8hrs
13-THU	7:44	12:01	12:03	5:01		8hrs
14-FRI	7:44	12:01	12:04	5:03		8hrs
15-SAT						Off
16-SUN						Off
17-MON						OB
18-TUE						OB
19-WED	7:51	12:00	12:04	5:02		8hrs
20-THU	7:50	12:00	12:04	5:00		8hrs
21-FRI						OB
22-SAT						Off
23-SUN						Off
24-MON	7:53	12:52	12:53	5:00		8hrs
25-TUE						OB
26-WED	7:50	12:01	12:07	5:02		8hrs
27-THU	7:54	12:01	12:04	5:01		8hrs
28-FRI						OB
29-SAT						Off
30-SUN						Off
31-MON						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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