

DAILY TIME RECORD
NAYRE, ARTEMIO T.

(NAME)

For the month of
May 1 - 31, 2025
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-THU						Holiday
2-FRI						SLP
3-SAT						Off
4-SUN						Off
5-MON	7:35	12:02	12:05	5:00		8hrs
6-TUE						OB
7-WED	7:40	12:02	12:04	5:01		8hrs
8-THU	7:41	12:01	12:06	5:02		8hrs
9-FRI	7:36	12:00	12:04	5:00		8hrs
10-SAT						Off
11-SUN						Off
12-MON						Holiday
13-TUE	7:41	12:00	12:04	5:00		8hrs
14-WED	7:47	12:00	12:07	5:00		8hrs
15-THU	7:40	12:01	12:03	5:01		8hrs
16-FRI						OB
17-SAT						OB
18-SUN						OB
19-MON						OB
20-TUE						OB
21-WED						OB
22-THU	7:27	12:01	12:10	5:01		8hrs
23-FRI	7:48	12:02	12:46	5:41		8hrs
24-SAT						Off
25-SUN						Off
26-MON	7:42	12:01	12:02	5:27		8hrs
27-TUE	7:44	12:04	12:05	5:02		8hrs
28-WED	7:37	12:03	12:06	5:01		8hrs
29-THU	7:41	12:03	12:06	5:01		8hrs
30-FRI	6:42	12:00	12:37	5:00		8hrs
31-SAT						Off

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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