

DAILY TIME RECORD

NAYRE, ARTEMIO T.

(NAME)

For the month of
July 1 - 31, 2025

Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-TUE	7:36	12:02	12:56	5:00		8hrs
2-WED	7:41					OB 8:00 AM - 7:28 PM
3-THU	7:37	12:01	12:04	5:02		8hrs
4-FRI	7:52	12:02	12:06	5:01		8hrs
5-SAT						Off
6-SUN						Off
7-MON	8:01	12:01	12:04	5:01	1min	7hrs 59mins
8-TUE	7:41	12:02	12:04	5:00		8hrs
9-WED	7:38	12:06	12:08	5:01		8hrs
10-THU						OB
11-FRI						OB
12-SAT						OB
13-SUN						Off
14-MON	7:44	12:02	12:04	5:02		8hrs
15-TUE						OB
16-WED	7:36	12:01	12:04	5:04		8hrs
17-THU	7:43	12:00	12:04	5:03		8hrs
18-FRI	7:32	12:03	12:05	5:00		8hrs
19-SAT						Off
20-SUN						Off
21-MON						OB
22-TUE						OB
23-WED	7:41	12:02	12:03	5:03		8hrs
24-THU						OB
25-FRI	7:36	12:02	12:06	5:02		8hrs
26-SAT						Off
27-SUN						Off
28-MON	7:36	12:00	12:04			4hrs 24mins OB 2:00 PM - 8:00 PM
29-TUE	7:41	12:00	12:03	5:01		8hrs
30-WED						OB
31-THU	7:40	12:03	12:07	5:04		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

DAILY TIME RECORD

NAYRE, ARTEMIO T.

(NAME)

For the month of
July 1 - 31, 2025

Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-TUE	7:36	12:02	12:56	5:00		8hrs
2-WED	7:41					OB 8:00 AM - 7:28 PM
3-THU	7:37	12:01	12:04	5:02		8hrs
4-FRI	7:52	12:02	12:06	5:01		8hrs
5-SAT						Off
6-SUN						Off
7-MON	8:01	12:01	12:04	5:01	1min	7hrs 59mins
8-TUE	7:41	12:02	12:04	5:00		8hrs
9-WED	7:38	12:06	12:08	5:01		8hrs
10-THU						OB
11-FRI						OB
12-SAT						OB
13-SUN						Off
14-MON	7:44	12:02	12:04	5:02		8hrs
15-TUE						OB
16-WED	7:36	12:01	12:04	5:04		8hrs
17-THU	7:43	12:00	12:04	5:03		8hrs
18-FRI	7:32	12:03	12:05	5:00		8hrs
19-SAT						Off
20-SUN						Off
21-MON						OB
22-TUE						OB
23-WED	7:41	12:02	12:03	5:03		8hrs
24-THU						OB
25-FRI	7:36	12:02	12:06	5:02		8hrs
26-SAT						Off
27-SUN						Off
28-MON	7:36	12:00	12:04			4hrs 24mins OB 2:00 PM - 8:00 PM
29-TUE	7:41	12:00	12:03	5:01		8hrs
30-WED						OB
31-THU	7:40	12:03	12:07	5:04		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