

DAILY TIME RECORD
DE LOS SANTOS, JANET ALEXIS A.
(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	7:53	12:18	12:21	5:09		8hrs
5-WED	7:45	12:26	12:29	5:05		8hrs
6-THU	7:57	12:13	12:21	5:21		8hrs
7-FRI	7:56	12:02	12:03	5:04		8hrs
8-SAT						Off
9-SUN						Off
10-MON	7:58	12:05	12:06	5:06		8hrs
11-TUE	8:00	12:10	12:25	5:27		8hrs
12-WED	8:00	12:02	12:14	5:08		8hrs
13-THU	8:11	12:10	12:38	5:23	11mins	7hrs 49mins
14-FRI	7:55	12:03	12:04	5:44		8hrs
15-SAT						Off
16-SUN						Off
17-MON	7:55	12:00	12:04	5:15		9hrs 16mins
18-TUE	7:53	12:43	12:45	8:46		12hrs 51mins
19-WED	7:08	12:36	12:41	5:09		9hrs 56mins
20-THU	6:29	12:55	12:57	5:20		10hrs 49mins
21-FRI	7:01	12:04	12:12	5:08		9hrs 59mins
22-SAT						Off
23-SUN						Off
24-MON	7:51	12:08	12:11	5:03		8hrs
25-TUE	7:44	12:02	12:06			4hrs SUSPENDED 1:00 pm 5:00 pm
26-WED	7:52	12:01	12:08	5:01		8hrs
27-THU	8:00	12:04	12:06	5:08		8hrs
28-FRI	8:07	12:08	12:14	5:05	7mins	7hrs 53mins
29-SAT						Off
30-SUN						Off
31-MON	7:50	12:16	12:18	5:12		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.

JANET ALEXIS A. DE LOS SANTOS

VERIFIED as to prescribed office hours

CHRISTIAN VIE P. BALDONADO

Department Head
Faculty of Nursing

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