

DAILY TIME RECORD
DELA PEÑA, WENCES REY B.
(NAME)

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-FRI	7:37	12:01	12:04	5:46		8hrs
2-SAT						Off
3-SUN						Off
4-MON						OB
5-TUE						OB
6-WED						OB
7-THU						OB
8-FRI						OB
9-SAT						Off
10-SUN						Off
11-MON	7:53	12:00	12:02	5:18		8hrs
12-TUE	8:04	12:04	12:06	6:33	4mins	7hrs 56mins
13-WED	8:00	12:01	12:04	5:41		8hrs
14-THU						OB
15-FRI						OB
16-SAT						Off
17-SUN						Off
18-MON	7:48	12:00	12:02	5:43		8hrs
19-TUE	8:21	12:00	1:00	5:20	21mins	7hrs 39mins
20-WED	7:53	12:38	12:40	5:03		8hrs
21-THU						Holiday
22-FRI						Absent
23-SAT						Off
24-SUN						Off
25-MON						Holiday
26-TUE						SUSPENDED 12:01 am 11:59 pm
27-WED			12:52	5:11		4hrs SUSPENDED 12:01 am 12:00 pm
28-THU						OB
29-FRI	7:07	12:03	12:57	5:00		8hrs
30-SAT						Off
31-SUN						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.

WENCES REY B. DELA PEÑA

VERIFIED as to prescribed office hours

LUZ G. ASIO
Department Head
Department of Agronomy

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