

DAILY TIME RECORD
VILLAREMO, MAREJEN A.
 (NAME)

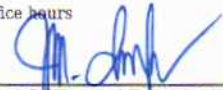
For the month of
December 1 - 31, 2024
 Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SUN						Off
2-MON	7:00	12:20	12:21	5:00		8hrs
3-TUE	7:04	12:41	12:42	5:08		8hrs
4-WED	7:58	12:07	12:34	5:02		8hrs
5-THU	6:36	12:01	12:42	6:03		8hrs
6-FRI	6:44	12:03	12:20	5:44		8hrs
7-SAT						Off
8-SUN						Off
9-MON	8:02	12:12	12:33	5:08		8hrs 45mins
10-TUE	7:57	12:24	12:31	5:08		9hrs 4mins
11-WED	7:55	12:08	12:42	5:03		8hrs 34mins
12-THU	7:54	12:06	12:38	5:32		9hrs 6mins
13-FRI	7:59	12:17	12:20	5:11		9hrs 9mins
14-SAT						Off
15-SUN						Off
16-MON	8:18	12:02	12:29	5:05	18mins	7hrs 42mins
17-TUE	7:55	12:02	12:05	5:02		8hrs
18-WED	7:40	12:05	12:27	5:02		8hrs
19-THU	7:56	12:08	12:23	5:00		8hrs
20-FRI	8:00	12:07	12:08	5:00		8hrs
21-SAT						Off
22-SUN						Off
23-MON						FL
24-TUE						Holiday
25-WED						Holiday
26-THU	8:16	12:43	12:44	5:04	16mins	7hrs 44mins
27-FRI						FL
28-SAT						Off
29-SUN						Off
30-MON						Holiday
31-TUE						Holiday

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.


MAREJEN A. VILLAREMO

VERIFIED as to prescribed office hours


JEROME O. ARRIBADO

Department Head
 Eco-Farm & Resource Management Institute