

DAILY TIME RECORD
MONTAJES, CARLOS B.
(NAME)

For the month of
November 1 - 30, 2024
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-FRI						Holiday
2-SAT						Off
3-SUN						Off
4-MON	5:47	10:05	1:38	6:02		8hrs
5-TUE	5:36	10:00	1:35	6:01		8hrs
6-WED	5:50	10:01	1:38	6:00		8hrs
7-THU	5:47	11:19	1:05	6:00		8hrs
8-FRI	5:49	10:02	1:35	6:10		8hrs
9-SAT						Off
10-SUN						Off
11-MON	5:49	10:03	1:34	6:00		8hrs
12-TUE	5:52	10:17	1:27	6:00		8hrs
13-WED	5:50	10:07	1:31	6:01		8hrs
14-THU	5:55	10:04	1:36	6:00		8hrs
15-FRI	5:50	10:04	12:53	3:51	10mins	5hrs 51mins SUSPENDED 3:01 pm 11:59 pm
16-SAT						Off
17-SUN						Off
18-MON	5:46	10:02	1:47	6:02		8hrs
19-TUE	5:46	10:02	1:45	6:00		8hrs
20-WED	5:51	10:03	1:43	6:00		8hrs
21-THU	5:59	10:09	1:49	6:00		8hrs
22-FRI	5:56	10:03	1:41	6:04		8hrs
23-SAT	5:27	10:04	1:06	5:03		
24-SUN						Off
25-MON	5:52	10:03	1:44	6:00		8hrs
26-TUE	5:44	10:00	1:54	6:02		8hrs
27-WED	5:53	10:02	1:43	6:01		8hrs
28-THU						SL
29-FRI	6:02	10:12	1:26	6:00	2mins	7hrs 58mins
30-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.

CARLOS B. MONTAJES

VERIFIED as to prescribed office hours

JANNET C. BENCURE

Department Head
Faculty of Engineering

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