

ALCAIN, CATHERINE

(NAME)

Employee No. 454

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 06:41 am | 12:19 pm | 12:21 pm | 05:09 pm | | | | |
| 3 | 07:03 am | 12:08 pm | 12:09 pm | 05:15 pm | | | | |
| 4 | 06:56 am | 12:19 pm | 12:20 pm | 05:11 pm | | | | |
| 5 | 06:52 am | | | 12:04 pm | | | | |
| 6 | 06:39 am | 12:40 pm | 12:41 pm | 04:09 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 06:25 am | | 12:21 pm | 12:19 pm | | | | |
| 10 | 06:49 am | 12:07 pm | 12:08 pm | 09:41 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 06:53 am | 12:10 pm | 12:12 pm | 04:26 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 06:48 am | 12:28 pm | 12:32 pm | 05:05 pm | | | | |
| 17 | 06:47 am | 12:02 pm | 12:03 pm | 05:14 pm | | | | |
| 18 | 06:51 am | 12:11 pm | 12:13 pm | 05:07 pm | | | | |
| 19 | 06:55 am | 12:45 pm | 12:46 pm | 05:05 pm | | | | |
| 20 | 06:42 am | 12:10 pm | 12:11 pm | 04:03 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 06:53 am | 12:33 pm | 12:34 pm | 04:07 pm | | | | |
| 24 | | | | | | | | |
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| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

CATHERINE ALCAIN

Verified as to the prescribed office hours.

ALCAIN, CATHERINE

(NAME)

Employee No. 454

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 06:41 am | 12:19 pm | 12:21 pm | 05:09 pm | | | | |
| 3 | 07:03 am | 12:08 pm | 12:09 pm | 05:15 pm | | | | |
| 4 | 06:56 am | 12:19 pm | 12:20 pm | 05:11 pm | | | | |
| 5 | 06:52 am | | | 12:04 pm | | | | |
| 6 | 06:39 am | 12:40 pm | 12:41 pm | 04:09 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 06:25 am | | 12:21 pm | 12:19 pm | | | | |
| 10 | 06:49 am | 12:07 pm | 12:08 pm | 09:41 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 06:53 am | 12:10 pm | 12:12 pm | 04:26 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 06:48 am | 12:28 pm | 12:32 pm | 05:05 pm | | | | |
| 17 | 06:47 am | 12:02 pm | 12:03 pm | 05:14 pm | | | | |
| 18 | 06:51 am | 12:11 pm | 12:13 pm | 05:07 pm | | | | |
| 19 | 06:55 am | 12:45 pm | 12:46 pm | 05:05 pm | | | | |
| 20 | 06:42 am | 12:10 pm | 12:11 pm | 04:03 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 06:53 am | 12:33 pm | 12:34 pm | 04:07 pm | | | | |
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| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

CATHERINE ALCAIN

Verified as to the prescribed office hours.

BULGADO, AIRINE T.

(NAME)

Employee No. 886

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departureRegular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:42 am | 12:12 pm | 12:17 pm | 05:00 pm | | | | |
| 3 | 08:06 am | 12:16 pm | 12:18 pm | 05:23 pm | | | | |
| 4 | 07:42 am | 12:05 pm | 12:11 pm | 05:23 pm | | | | |
| 5 | 07:58 am | | | 12:00 pm | | | | |
| 6 | 07:41 am | | | 05:30 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:53 am | 12:06 pm | 12:10 pm | 05:15 pm | | | | |
| 10 | 07:32 am | | | 08:07 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
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| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:47 am | 12:09 pm | 12:24 pm | 08:18 pm | | | | |
| 17 | | | | | | | | |
| 18 | | | | | | | | |
| 19 | | | | | | | | |
| 20 | 07:47 am | 12:15 pm | 12:17 pm | 04:48 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:48 am | 12:02 pm | 12:06 pm | 06:12 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 07:58 am | | 12:06 pm | 12:01 pm | | | | |
| 27 | 07:50 am | 12:01 pm | 12:10 pm | 05:23 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

AIRINE T. BULGADO

Verified as to the prescribed office hours.

BULGADO, AIRINE T.

(NAME)

Employee No. 886

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departureRegular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:42 am | 12:12 pm | 12:17 pm | 05:00 pm | | | | |
| 3 | 08:06 am | 12:16 pm | 12:18 pm | 05:23 pm | | | | |
| 4 | 07:42 am | 12:05 pm | 12:11 pm | 05:23 pm | | | | |
| 5 | 07:58 am | | | 12:00 pm | | | | |
| 6 | 07:41 am | | | 05:30 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:53 am | 12:06 pm | 12:10 pm | 05:15 pm | | | | |
| 10 | 07:32 am | | | 08:07 pm | | | | |
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| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:47 am | 12:09 pm | 12:24 pm | 08:18 pm | | | | |
| 17 | | | | | | | | |
| 18 | | | | | | | | |
| 19 | | | | | | | | |
| 20 | 07:47 am | 12:15 pm | 12:17 pm | 04:48 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:48 am | 12:02 pm | 12:06 pm | 06:12 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 07:58 am | | 12:06 pm | 12:01 pm | | | | |
| 27 | 07:50 am | 12:01 pm | 12:10 pm | 05:23 pm | | | | |
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| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

AIRINE T. BULGADO

Verified as to the prescribed office hours.

CABALLERO, SCOTTIE JUSTINE B.

(NAME)

Employee No. 967

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:15 am | 12:00 pm | 12:09 pm | 05:24 pm | | | | |
| 3 | 07:22 am | 12:10 pm | 12:17 pm | 04:45 pm | | | | |
| 4 | 07:46 am | 12:01 pm | 12:14 pm | 05:10 pm | | | | |
| 5 | 08:02 am | 12:00 pm | | | | | | |
| 6 | 07:38 am | 12:02 pm | 12:11 pm | 04:57 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 06:58 am | 12:00 pm | 12:09 pm | 07:11 pm | | | | |
| 10 | 07:46 am | | | 08:07 pm | | | | |
| 11 | 06:48 am | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:52 am | 12:02 pm | 12:18 pm | 05:06 pm | | | | |
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| 16 | 07:52 am | 12:02 pm | 12:05 pm | 05:45 pm | | | | |
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| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

SCOTTIE JUSTINE B. CABALLERO

Verified as to the prescribed office hours.

CABALLERO, SCOTTIE JUSTINE B.

(NAME)

Employee No. 967

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:15 am | 12:00 pm | 12:09 pm | 05:24 pm | | | | |
| 3 | 07:22 am | 12:10 pm | 12:17 pm | 04:45 pm | | | | |
| 4 | 07:46 am | 12:01 pm | 12:14 pm | 05:10 pm | | | | |
| 5 | 08:02 am | 12:00 pm | | | | | | |
| 6 | 07:38 am | 12:02 pm | 12:11 pm | 04:57 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 06:58 am | 12:00 pm | 12:09 pm | 07:11 pm | | | | |
| 10 | 07:46 am | | | 08:07 pm | | | | |
| 11 | 06:48 am | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:52 am | 12:02 pm | 12:18 pm | 05:06 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:52 am | 12:02 pm | 12:05 pm | 05:45 pm | | | | |
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| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

SCOTTIE JUSTINE B. CABALLERO

Verified as to the prescribed office hours.

CADORNA, EDU P.

(NAME)

Employee No. 917

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departureRegular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 08:07 am | 12:08 pm | 12:10 pm | 06:43 pm | | | | |
| 3 | 08:15 am | 12:07 pm | 12:09 pm | 06:57 pm | | | | |
| 4 | 07:58 am | 12:09 pm | 12:11 pm | 07:08 pm | | | | |
| 5 | 08:18 am | 12:04 pm | | | | | | |
| 6 | | | | | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | | | | | | | | |
| 10 | 08:04 am | 12:02 pm | 12:04 pm | 10:26 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 08:14 am | 12:00 pm | 12:02 pm | 06:29 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 08:02 am | 12:05 pm | 12:12 pm | 06:53 pm | | | | |
| 17 | 07:30 am | 12:00 pm | 12:03 pm | 05:14 pm | | | | |
| 18 | 07:24 am | 12:11 pm | 12:13 pm | 06:30 pm | | | | |
| 19 | 07:48 am | 12:22 pm | 12:24 pm | 05:05 pm | | | | |
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| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

EDU P. CADORNA

Verified as to the prescribed office hours.

CADORNA, EDU P.

(NAME)

Employee No. 917

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departureRegular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 08:07 am | 12:08 pm | 12:10 pm | 06:43 pm | | | | |
| 3 | 08:15 am | 12:07 pm | 12:09 pm | 06:57 pm | | | | |
| 4 | 07:58 am | 12:09 pm | 12:11 pm | 07:08 pm | | | | |
| 5 | 08:18 am | 12:04 pm | | | | | | |
| 6 | | | | | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | | | | | | | | |
| 10 | 08:04 am | 12:02 pm | 12:04 pm | 10:26 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 08:14 am | 12:00 pm | 12:02 pm | 06:29 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 08:02 am | 12:05 pm | 12:12 pm | 06:53 pm | | | | |
| 17 | 07:30 am | 12:00 pm | 12:03 pm | 05:14 pm | | | | |
| 18 | 07:24 am | 12:11 pm | 12:13 pm | 06:30 pm | | | | |
| 19 | 07:48 am | 12:22 pm | 12:24 pm | 05:05 pm | | | | |
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| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

EDU P. CADORNA

Verified as to the prescribed office hours.

CAMPOS, JEHSO T.

(NAME)

Employee No. 883

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:27 am | 12:01 pm | 12:08 pm | 06:01 pm | | | | |
| 3 | 07:38 am | 12:16 pm | 12:18 pm | 08:16 pm | | | | |
| 4 | 07:49 am | 12:23 pm | 12:27 pm | 07:05 pm | | | | |
| 5 | 08:04 am | 12:00 pm | | | | | | |
| 6 | 07:58 am | 12:02 pm | 12:11 pm | 05:27 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:51 am | 12:00 pm | 12:34 pm | 09:53 pm | | | | |
| 10 | 07:52 am | | | 09:42 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | | | | | | | | |
| 14 | | | | | | | | |
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| 16 | | | | | | | | |
| 17 | | | | | | | | |
| 18 | 08:02 am | 12:14 pm | 12:22 pm | 05:06 pm | | | | |
| 19 | 08:01 am | 12:04 pm | 12:38 pm | 05:05 pm | | | | |
| 20 | 07:50 am | 12:01 pm | 12:28 pm | 05:37 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:44 am | 12:18 pm | 12:19 pm | 05:40 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 07:59 am | 12:14 pm | 12:25 pm | 05:04 pm | | | | |
| 27 | 07:58 am | 12:13 pm | 12:17 pm | 05:23 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

JEHSO T. CAMPOS

Verified as to the prescribed office hours.

CAMPOS, JEHSO T.

(NAME)

Employee No. 883

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:27 am | 12:01 pm | 12:08 pm | 06:01 pm | | | | |
| 3 | 07:38 am | 12:16 pm | 12:18 pm | 08:16 pm | | | | |
| 4 | 07:49 am | 12:23 pm | 12:27 pm | 07:05 pm | | | | |
| 5 | 08:04 am | 12:00 pm | | | | | | |
| 6 | 07:58 am | 12:02 pm | 12:11 pm | 05:27 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:51 am | 12:00 pm | 12:34 pm | 09:53 pm | | | | |
| 10 | 07:52 am | | | 09:42 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
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| 16 | | | | | | | | |
| 17 | | | | | | | | |
| 18 | 08:02 am | 12:14 pm | 12:22 pm | 05:06 pm | | | | |
| 19 | 08:01 am | 12:04 pm | 12:38 pm | 05:05 pm | | | | |
| 20 | 07:50 am | 12:01 pm | 12:28 pm | 05:37 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:44 am | 12:18 pm | 12:19 pm | 05:40 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 07:59 am | 12:14 pm | 12:25 pm | 05:04 pm | | | | |
| 27 | 07:58 am | 12:13 pm | 12:17 pm | 05:23 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

JEHSO T. CAMPOS

Verified as to the prescribed office hours.

CASTRO, KAELLA MHAEL

(NAME)

Employee No. 632

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:57 am | 12:20 pm | 12:22 pm | 05:49 pm | | | | |
| 3 | 07:50 am | 12:21 pm | 12:23 pm | 05:34 pm | | | | |
| 4 | 07:37 am | 12:06 pm | 12:36 pm | 05:20 pm | | | | |
| 5 | 07:58 am | | | 12:16 pm | | | | |
| 6 | 07:35 am | | 12:03 pm | 12:01 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:34 am | 12:55 pm | 12:57 pm | 05:58 pm | | | | |
| 10 | 07:38 am | 12:18 pm | 12:20 pm | 08:17 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:18 am | | | 06:06 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:45 am | 12:36 pm | 12:38 pm | 05:43 pm | | | | |
| 17 | 07:43 am | 12:31 pm | 12:33 pm | 05:48 pm | | | | |
| 18 | 07:19 am | 12:45 pm | 12:46 pm | 05:21 pm | | | | |
| 19 | 07:39 am | 12:31 pm | 12:33 pm | 04:55 pm | | | | |
| 20 | 07:48 am | 12:41 pm | 12:43 pm | 06:56 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:52 am | 12:24 pm | 12:26 pm | 05:06 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, records of which was made daily at the time of arrival at and departure from office.

KAELLA MHAEL L. CASTRO

Verified as to the prescribed office hours.

CASTRO, KAELLA MHAEL

(NAME)

Employee No. 632

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:57 am | 12:20 pm | 12:22 pm | 05:49 pm | | | | |
| 3 | 07:50 am | 12:21 pm | 12:23 pm | 05:34 pm | | | | |
| 4 | 07:37 am | 12:06 pm | 12:36 pm | 05:20 pm | | | | |
| 5 | 07:58 am | | | 12:16 pm | | | | |
| 6 | 07:35 am | | 12:03 pm | 12:01 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:34 am | 12:55 pm | 12:57 pm | 05:58 pm | | | | |
| 10 | 07:38 am | 12:18 pm | 12:20 pm | 08:17 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:18 am | | | 06:06 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:45 am | 12:36 pm | 12:38 pm | 05:43 pm | | | | |
| 17 | 07:43 am | 12:31 pm | 12:33 pm | 05:48 pm | | | | |
| 18 | 07:19 am | 12:45 pm | 12:46 pm | 05:21 pm | | | | |
| 19 | 07:39 am | 12:31 pm | 12:33 pm | 04:55 pm | | | | |
| 20 | 07:48 am | 12:41 pm | 12:43 pm | 06:56 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:52 am | 12:24 pm | 12:26 pm | 05:06 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, records of which was made daily at the time of arrival at and departure from office.

KAELLA MHAEL L. CASTRO

Verified as to the prescribed office hours.

CONDISA JR., RENATO A.

(NAME)

Employee No. 774

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:37 am | 12:01 pm | 12:02 pm | 06:04 pm | | | | |
| 3 | 07:42 am | 12:03 pm | 12:04 pm | 05:25 pm | | | | |
| 4 | 07:44 am | 12:05 pm | 12:06 pm | 05:03 pm | | | | |
| 5 | 07:45 am | | | 12:01 pm | | | | |
| 6 | 07:33 am | 12:01 pm | 12:02 pm | 05:30 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:33 am | 12:04 pm | 12:06 pm | 05:50 pm | | | | |
| 10 | 07:38 am | 12:01 pm | 12:02 pm | 10:03 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:43 am | 12:14 pm | 12:16 pm | 05:17 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:44 am | 12:03 pm | 12:04 pm | 05:31 pm | | | | |
| 17 | 07:42 am | 12:01 pm | 12:02 pm | 05:28 pm | | | | |
| 18 | 07:42 am | 12:01 pm | 12:02 pm | 05:23 pm | | | | |
| 19 | 07:42 am | 12:48 pm | 12:49 pm | 05:58 pm | | | | |
| 20 | 07:36 am | 12:17 pm | 12:18 pm | 05:01 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:18 am | 12:01 pm | 12:02 pm | 05:00 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 07:37 am | 12:02 pm | 12:03 pm | 05:06 pm | | | | |
| 27 | 07:32 am | 12:02 pm | 12:03 pm | 04:41 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

RENATO A. CONDISA JR.

Verified as to the prescribed office hours.

CONDISA JR., RENATO A.

(NAME)

Employee No. 774

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:37 am | 12:01 pm | 12:02 pm | 06:04 pm | | | | |
| 3 | 07:42 am | 12:03 pm | 12:04 pm | 05:25 pm | | | | |
| 4 | 07:44 am | 12:05 pm | 12:06 pm | 05:03 pm | | | | |
| 5 | 07:45 am | | | 12:01 pm | | | | |
| 6 | 07:33 am | 12:01 pm | 12:02 pm | 05:30 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:33 am | 12:04 pm | 12:06 pm | 05:50 pm | | | | |
| 10 | 07:38 am | 12:01 pm | 12:02 pm | 10:03 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:43 am | 12:14 pm | 12:16 pm | 05:17 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:44 am | 12:03 pm | 12:04 pm | 05:31 pm | | | | |
| 17 | 07:42 am | 12:01 pm | 12:02 pm | 05:28 pm | | | | |
| 18 | 07:42 am | 12:01 pm | 12:02 pm | 05:23 pm | | | | |
| 19 | 07:42 am | 12:48 pm | 12:49 pm | 05:58 pm | | | | |
| 20 | 07:36 am | 12:17 pm | 12:18 pm | 05:01 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:18 am | 12:01 pm | 12:02 pm | 05:00 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 07:37 am | 12:02 pm | 12:03 pm | 05:06 pm | | | | |
| 27 | 07:32 am | 12:02 pm | 12:03 pm | 04:41 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

RENATO A. CONDISA JR.

Verified as to the prescribed office hours.

DINOY, CELDA B.

(NAME)

Employee No. 877

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departureRegular days _____
(Saturdays as) as required

| | AM | | PM | | Undertime | | | |
|------------------|----------|----------|----------|----------|-----------|-----|------------|---------|
| Day | Arrival | Depart | Arrival | Depart | In | Out | Hours Work | Remarks |
| 1 | | | | | | | | |
| 2 | 07:55 am | 12:23 pm | 12:26 pm | 05:59 pm | | | | |
| 3 | 07:54 am | 12:03 pm | 12:08 pm | 07:00 pm | | | | |
| 4 | 07:54 am | 12:05 pm | 12:07 pm | 06:04 pm | | | | |
| 5 | 07:56 am | | | 12:06 pm | | | | |
| 6 | 07:51 am | 12:01 pm | 12:04 pm | 06:18 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:55 am | 12:02 pm | 12:05 pm | 07:40 pm | | | | |
| 10 | 07:48 am | | | 09:23 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:56 am | 12:07 pm | 12:09 pm | 06:34 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:48 am | 12:01 pm | 12:04 pm | 05:33 pm | | | | |
| 17 | 07:52 am | 12:06 pm | 12:10 pm | 05:30 pm | | | | |
| 18 | 07:56 am | 12:02 pm | 12:05 pm | 05:41 pm | | | | |
| 19 | 07:57 am | 12:05 pm | 12:08 pm | 05:32 pm | | | | |
| 20 | 07:52 am | 12:00 pm | 12:35 pm | 05:11 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:34 am | 12:01 pm | 12:04 pm | 05:16 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | 07:48 am | 12:01 pm | 12:04 pm | 05:41 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, records of which was made daily at the time of arrival at and departure from office.

CELDA B. DINOY

Verified as to the prescribed office hours.

DINOY, CELDA B.

(NAME)

Employee No. 877

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departureRegular days _____
(Saturdays as) as required

| | AM | | PM | | Undertime | | | |
|------------------|----------|----------|----------|----------|-----------|-----|------------|---------|
| Day | Arrival | Depart | Arrival | Depart | In | Out | Hours Work | Remarks |
| 1 | | | | | | | | |
| 2 | 07:55 am | 12:23 pm | 12:26 pm | 05:59 pm | | | | |
| 3 | 07:54 am | 12:03 pm | 12:08 pm | 07:00 pm | | | | |
| 4 | 07:54 am | 12:05 pm | 12:07 pm | 06:04 pm | | | | |
| 5 | 07:56 am | | | 12:06 pm | | | | |
| 6 | 07:51 am | 12:01 pm | 12:04 pm | 06:18 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:55 am | 12:02 pm | 12:05 pm | 07:40 pm | | | | |
| 10 | 07:48 am | | | 09:23 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:56 am | 12:07 pm | 12:09 pm | 06:34 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:48 am | 12:01 pm | 12:04 pm | 05:33 pm | | | | |
| 17 | 07:52 am | 12:06 pm | 12:10 pm | 05:30 pm | | | | |
| 18 | 07:56 am | 12:02 pm | 12:05 pm | 05:41 pm | | | | |
| 19 | 07:57 am | 12:05 pm | 12:08 pm | 05:32 pm | | | | |
| 20 | 07:52 am | 12:00 pm | 12:35 pm | 05:11 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:34 am | 12:01 pm | 12:04 pm | 05:16 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | 07:48 am | 12:01 pm | 12:04 pm | 05:41 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, records of which was made daily at the time of arrival at and departure from office.

CELDA B. DINOY

Verified as to the prescribed office hours.

EPOGON, RODERICK I.

(NAME)

Employee No. 530

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:58 am | 12:05 pm | 12:10 pm | 05:01 pm | | | | |
| 3 | 08:00 am | 12:02 pm | 12:10 pm | 05:04 pm | | | | |
| 4 | 07:55 am | 12:05 pm | 12:10 pm | 05:03 pm | | | | |
| 5 | 08:11 am | 12:01 pm | | | | | | |
| 6 | | | | | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:59 am | 12:06 pm | 12:17 pm | 05:03 pm | | | | |
| 10 | 08:02 am | 12:02 pm | 12:07 pm | 07:32 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:58 am | 12:11 pm | 12:15 pm | 06:32 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 08:03 am | 12:01 pm | 12:07 pm | 05:55 pm | | | | |
| 17 | 07:55 am | 12:01 pm | 12:04 pm | 05:03 pm | | | | |
| 18 | 08:02 am | 12:57 pm | 12:59 pm | 05:03 pm | | | | |
| 19 | 07:52 am | 12:03 pm | 12:14 pm | 05:05 pm | | | | |
| 20 | 07:55 am | 12:24 pm | 12:32 pm | 05:13 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:55 am | 12:01 pm | 12:05 pm | 05:37 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

RODERICK I. EPOGON

Verified as to the prescribed office hours.

EPOGON, RODERICK I.

(NAME)

Employee No. 530

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:58 am | 12:05 pm | 12:10 pm | 05:01 pm | | | | |
| 3 | 08:00 am | 12:02 pm | 12:10 pm | 05:04 pm | | | | |
| 4 | 07:55 am | 12:05 pm | 12:10 pm | 05:03 pm | | | | |
| 5 | 08:11 am | 12:01 pm | | | | | | |
| 6 | | | | | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:59 am | 12:06 pm | 12:17 pm | 05:03 pm | | | | |
| 10 | 08:02 am | 12:02 pm | 12:07 pm | 07:32 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:58 am | 12:11 pm | 12:15 pm | 06:32 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 08:03 am | 12:01 pm | 12:07 pm | 05:55 pm | | | | |
| 17 | 07:55 am | 12:01 pm | 12:04 pm | 05:03 pm | | | | |
| 18 | 08:02 am | 12:57 pm | 12:59 pm | 05:03 pm | | | | |
| 19 | 07:52 am | 12:03 pm | 12:14 pm | 05:05 pm | | | | |
| 20 | 07:55 am | 12:24 pm | 12:32 pm | 05:13 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:55 am | 12:01 pm | 12:05 pm | 05:37 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

RODERICK I. EPOGON

Verified as to the prescribed office hours.

KIAMCO, MARY JANE C.

(NAME)

Employee No. 1009

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:22 am | 12:13 pm | 12:15 pm | 05:09 pm | | | | |
| 3 | 07:39 am | 12:06 pm | 12:07 pm | 05:06 pm | | | | |
| 4 | 07:41 am | 12:36 pm | 12:38 pm | 05:41 pm | | | | |
| 5 | 07:18 am | | | | | | | |
| 6 | 07:03 am | | 12:03 pm | 12:02 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:27 am | 12:09 pm | 12:11 pm | 05:59 pm | | | | |
| 10 | 07:19 am | | 12:20 pm | 08:17 pm | | | | |
| 11 | 06:02 am | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:31 am | | 12:31 pm | 12:30 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:14 am | 12:22 pm | 12:23 pm | 05:29 pm | | | | |
| 17 | 07:40 am | 12:07 pm | 12:10 pm | 05:43 pm | | | | |
| 18 | 07:11 am | 12:34 pm | 12:36 pm | 05:21 pm | | | | |
| 19 | 07:04 am | 12:15 pm | 12:18 pm | 04:04 pm | | | | |
| 20 | | | | | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | | | | | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

MARY JANE C. KIAMCO

Verified as to the prescribed office hours.

KIAMCO, MARY JANE C.

(NAME)

Employee No. 1009

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:22 am | 12:13 pm | 12:15 pm | 05:09 pm | | | | |
| 3 | 07:39 am | 12:06 pm | 12:07 pm | 05:06 pm | | | | |
| 4 | 07:41 am | 12:36 pm | 12:38 pm | 05:41 pm | | | | |
| 5 | 07:18 am | | | | | | | |
| 6 | 07:03 am | | 12:03 pm | 12:02 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:27 am | 12:09 pm | 12:11 pm | 05:59 pm | | | | |
| 10 | 07:19 am | | 12:20 pm | 08:17 pm | | | | |
| 11 | 06:02 am | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:31 am | | 12:31 pm | 12:30 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:14 am | 12:22 pm | 12:23 pm | 05:29 pm | | | | |
| 17 | 07:40 am | 12:07 pm | 12:10 pm | 05:43 pm | | | | |
| 18 | 07:11 am | 12:34 pm | 12:36 pm | 05:21 pm | | | | |
| 19 | 07:04 am | 12:15 pm | 12:18 pm | 04:04 pm | | | | |
| 20 | | | | | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | | | | | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

MARY JANE C. KIAMCO

Verified as to the prescribed office hours.

LADERA, MARIA DENAIZA T.

(NAME)

Employee No. 436

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| | AM | | PM | | Undertime | | | |
|------------------|----------|----------|----------|----------|-----------|-----|------------|---------|
| Day | Arrival | Depart | Arrival | Depart | In | Out | Hours Work | Remarks |
| 1 | | | | | | | | |
| 2 | 07:12 am | 12:01 pm | 12:02 pm | 05:24 pm | | | | |
| 3 | | | | | | | | |
| 4 | | | | | | | | |
| 5 | 07:12 am | | | | | | | |
| 6 | | 12:28 pm | 12:29 pm | 05:02 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:45 am | | | 05:04 pm | | | | |
| 10 | 07:45 am | | | 08:07 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:55 am | 12:00 pm | 12:04 pm | 05:07 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:26 am | 12:01 pm | 12:03 pm | 06:18 pm | | | | |
| 17 | | | | | | | | |
| 18 | | | | | | | | |
| 19 | | | | | | | | |
| 20 | 07:26 am | 12:01 pm | 12:14 pm | 04:26 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | | | | | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

MARIA DENAIZA T. LADERA

Verified as to the prescribed office hours.

LADERA, MARIA DENAIZA T.

(NAME)

Employee No. 436

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| | AM | | PM | | Undertime | | | |
|------------------|----------|----------|----------|----------|-----------|-----|------------|---------|
| Day | Arrival | Depart | Arrival | Depart | In | Out | Hours Work | Remarks |
| 1 | | | | | | | | |
| 2 | 07:12 am | 12:01 pm | 12:02 pm | 05:24 pm | | | | |
| 3 | | | | | | | | |
| 4 | | | | | | | | |
| 5 | 07:12 am | | | | | | | |
| 6 | | 12:28 pm | 12:29 pm | 05:02 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:45 am | | | 05:04 pm | | | | |
| 10 | 07:45 am | | | 08:07 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:55 am | 12:00 pm | 12:04 pm | 05:07 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:26 am | 12:01 pm | 12:03 pm | 06:18 pm | | | | |
| 17 | | | | | | | | |
| 18 | | | | | | | | |
| 19 | | | | | | | | |
| 20 | 07:26 am | 12:01 pm | 12:14 pm | 04:26 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | | | | | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

MARIA DENAIZA T. LADERA

Verified as to the prescribed office hours.

MAMBEAR, ANGEL ANNE

(NAME)

Employee No. 437

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:57 am | 12:24 pm | 12:28 pm | 05:11 pm | | | | |
| 3 | 07:42 am | 12:05 pm | 12:07 pm | 05:35 pm | | | | |
| 4 | 07:41 am | 12:01 pm | 12:27 pm | 05:45 pm | | | | |
| 5 | 07:55 am | | | 12:14 pm | | | | |
| 6 | 07:48 am | 12:32 pm | 12:50 pm | 06:08 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:57 am | 12:13 pm | 12:16 pm | 05:35 pm | | | | |
| 10 | | 12:41 pm | 12:44 pm | 08:06 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:59 am | 12:28 pm | 12:49 pm | 05:16 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:49 am | 12:00 pm | 12:04 pm | 05:16 pm | | | | |
| 17 | | 12:12 pm | 12:14 pm | 05:25 pm | | | | |
| 18 | 07:56 am | 12:07 pm | 12:10 pm | 05:18 pm | | | | |
| 19 | 07:53 am | 12:03 pm | 12:05 pm | 04:55 pm | | | | |
| 20 | 07:55 am | 12:28 pm | 12:30 pm | 07:08 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:50 am | 12:08 pm | 12:11 pm | 05:07 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 07:59 am | 12:05 pm | 12:06 pm | 05:09 pm | | | | |
| 27 | 07:50 am | 12:04 pm | 12:06 pm | 04:58 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

ANGEL ANNE MAMBEAR

Verified as to the prescribed office hours.

MAMBEAR, ANGEL ANNE

(NAME)

Employee No. 437

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:57 am | 12:24 pm | 12:28 pm | 05:11 pm | | | | |
| 3 | 07:42 am | 12:05 pm | 12:07 pm | 05:35 pm | | | | |
| 4 | 07:41 am | 12:01 pm | 12:27 pm | 05:45 pm | | | | |
| 5 | 07:55 am | | | 12:14 pm | | | | |
| 6 | 07:48 am | 12:32 pm | 12:50 pm | 06:08 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:57 am | 12:13 pm | 12:16 pm | 05:35 pm | | | | |
| 10 | | 12:41 pm | 12:44 pm | 08:06 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:59 am | 12:28 pm | 12:49 pm | 05:16 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:49 am | 12:00 pm | 12:04 pm | 05:16 pm | | | | |
| 17 | | 12:12 pm | 12:14 pm | 05:25 pm | | | | |
| 18 | 07:56 am | 12:07 pm | 12:10 pm | 05:18 pm | | | | |
| 19 | 07:53 am | 12:03 pm | 12:05 pm | 04:55 pm | | | | |
| 20 | 07:55 am | 12:28 pm | 12:30 pm | 07:08 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:50 am | 12:08 pm | 12:11 pm | 05:07 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 07:59 am | 12:05 pm | 12:06 pm | 05:09 pm | | | | |
| 27 | 07:50 am | 12:04 pm | 12:06 pm | 04:58 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

ANGEL ANNE MAMBEAR

Verified as to the prescribed office hours.

MANABA, ANALIZA

(NAME)

Employee No. 539

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:58 am | 12:22 pm | 12:23 pm | 06:46 pm | | | | |
| 3 | 07:10 am | | | | | | | |
| 4 | 07:18 am | | | | | | | |
| 5 | 07:40 am | | | | | | | |
| 6 | 08:16 am | 12:40 pm | 12:42 pm | 05:02 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:53 am | 12:23 pm | 12:27 pm | 08:35 pm | | | | |
| 10 | 07:52 am | 12:21 pm | 12:30 pm | 10:26 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 08:07 am | 12:14 pm | 12:16 pm | 09:21 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:41 am | 12:31 pm | 12:35 pm | 05:42 pm | | | | |
| 17 | | | | | | | | |
| 18 | 07:09 am | | | 05:10 pm | | | | |
| 19 | 07:34 am | 12:21 pm | 12:23 pm | 05:05 pm | | | | |
| 20 | 07:32 am | 12:20 pm | 12:21 pm | 05:14 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 06:36 am | 12:32 pm | 12:57 pm | 04:07 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 08:10 am | 12:26 pm | 12:48 pm | 05:05 pm | | | | |
| 27 | 07:56 am | 12:13 pm | 12:16 pm | 05:32 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

ANALIZA MANABA

Verified as to the prescribed office hours.

MANABA, ANALIZA

(NAME)

Employee No. 539

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:58 am | 12:22 pm | 12:23 pm | 06:46 pm | | | | |
| 3 | 07:10 am | | | | | | | |
| 4 | 07:18 am | | | | | | | |
| 5 | 07:40 am | | | | | | | |
| 6 | 08:16 am | 12:40 pm | 12:42 pm | 05:02 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:53 am | 12:23 pm | 12:27 pm | 08:35 pm | | | | |
| 10 | 07:52 am | 12:21 pm | 12:30 pm | 10:26 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 08:07 am | 12:14 pm | 12:16 pm | 09:21 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:41 am | 12:31 pm | 12:35 pm | 05:42 pm | | | | |
| 17 | | | | | | | | |
| 18 | 07:09 am | | | 05:10 pm | | | | |
| 19 | 07:34 am | 12:21 pm | 12:23 pm | 05:05 pm | | | | |
| 20 | 07:32 am | 12:20 pm | 12:21 pm | 05:14 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 06:36 am | 12:32 pm | 12:57 pm | 04:07 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 08:10 am | 12:26 pm | 12:48 pm | 05:05 pm | | | | |
| 27 | 07:56 am | 12:13 pm | 12:16 pm | 05:32 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

ANALIZA MANABA

Verified as to the prescribed office hours.

MOLE, LEMUEL J.

(NAME)

Employee No. 916

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | | | | | | | | |
| 3 | 07:56 am | 12:03 pm | 12:05 pm | 05:09 pm | | | | |
| 4 | | | | | | | | |
| 5 | 07:47 am | | | | | | | |
| 6 | 07:59 am | 12:08 pm | 12:10 pm | 06:26 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:43 am | 12:02 pm | 12:04 pm | 07:17 pm | | | | |
| 10 | 07:52 am | 12:04 pm | 12:13 pm | 06:46 pm | | | | |
| 11 | 07:57 am | 12:01 pm | 12:03 pm | 06:18 pm | | | | |
| 12 | 07:53 am | | | | | | | |
| 13 | | | | | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | | | | | | | | |
| 17 | | | | | | | | |
| 18 | | | | | | | | |
| 19 | | | | | | | | |
| 20 | | | | | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:46 am | 12:04 pm | 12:05 pm | 05:43 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 07:43 am | 12:00 pm | 12:05 pm | 05:08 pm | | | | |
| 27 | 06:59 am | 12:02 pm | 12:04 pm | 04:04 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

LEMUEL J. MOLE

Verified as to the prescribed office hours.

MOLE, LEMUEL J.

(NAME)

Employee No. 916

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | | | | | | | | |
| 3 | 07:56 am | 12:03 pm | 12:05 pm | 05:09 pm | | | | |
| 4 | | | | | | | | |
| 5 | 07:47 am | | | | | | | |
| 6 | 07:59 am | 12:08 pm | 12:10 pm | 06:26 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:43 am | 12:02 pm | 12:04 pm | 07:17 pm | | | | |
| 10 | 07:52 am | 12:04 pm | 12:13 pm | 06:46 pm | | | | |
| 11 | 07:57 am | 12:01 pm | 12:03 pm | 06:18 pm | | | | |
| 12 | 07:53 am | | | | | | | |
| 13 | | | | | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | | | | | | | | |
| 17 | | | | | | | | |
| 18 | | | | | | | | |
| 19 | | | | | | | | |
| 20 | | | | | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:46 am | 12:04 pm | 12:05 pm | 05:43 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 07:43 am | 12:00 pm | 12:05 pm | 05:08 pm | | | | |
| 27 | 06:59 am | 12:02 pm | 12:04 pm | 04:04 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

LEMUEL J. MOLE

Verified as to the prescribed office hours.

NARAL, MARY GRACE

(NAME)

Employee No. 977

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 06:52 am | 12:09 pm | 12:11 pm | 06:43 pm | | | | |
| 3 | 06:29 am | 12:38 pm | 12:40 pm | 06:30 pm | | | | |
| 4 | 06:56 am | 12:35 pm | 12:37 pm | 06:24 pm | | | | |
| 5 | 06:49 am | | | 12:03 pm | | | | |
| 6 | 07:06 am | 12:40 pm | 12:42 pm | 06:22 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 05:41 am | 12:08 pm | 12:11 pm | 06:22 pm | | | | |
| 10 | 05:31 am | 12:20 pm | 12:22 pm | 07:40 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 06:33 am | 12:07 pm | 12:09 pm | 06:44 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 06:40 am | 12:10 pm | 12:13 pm | 06:36 pm | | | | |
| 17 | 06:03 am | 12:00 pm | 12:03 pm | 05:14 pm | | | | |
| 18 | 07:13 am | 12:11 pm | 12:13 pm | 06:20 pm | | | | |
| 19 | 06:23 am | 12:09 pm | 12:11 pm | 06:26 pm | | | | |
| 20 | | | | | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:03 am | 12:22 pm | 12:24 pm | 05:15 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

MARY GRACE NARAL

Verified as to the prescribed office hours.

NARAL, MARY GRACE

(NAME)

Employee No. 977

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 06:52 am | 12:09 pm | 12:11 pm | 06:43 pm | | | | |
| 3 | 06:29 am | 12:38 pm | 12:40 pm | 06:30 pm | | | | |
| 4 | 06:56 am | 12:35 pm | 12:37 pm | 06:24 pm | | | | |
| 5 | 06:49 am | | | 12:03 pm | | | | |
| 6 | 07:06 am | 12:40 pm | 12:42 pm | 06:22 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 05:41 am | 12:08 pm | 12:11 pm | 06:22 pm | | | | |
| 10 | 05:31 am | 12:20 pm | 12:22 pm | 07:40 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 06:33 am | 12:07 pm | 12:09 pm | 06:44 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 06:40 am | 12:10 pm | 12:13 pm | 06:36 pm | | | | |
| 17 | 06:03 am | 12:00 pm | 12:03 pm | 05:14 pm | | | | |
| 18 | 07:13 am | 12:11 pm | 12:13 pm | 06:20 pm | | | | |
| 19 | 06:23 am | 12:09 pm | 12:11 pm | 06:26 pm | | | | |
| 20 | | | | | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:03 am | 12:22 pm | 12:24 pm | 05:15 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

MARY GRACE NARAL

Verified as to the prescribed office hours.

NEGRE, IMACULATE GRACE L.

(NAME)

Employee No. 783

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:52 am | 12:10 pm | 12:11 pm | 05:30 pm | | | | |
| 3 | 07:54 am | 12:05 pm | 12:06 pm | 05:14 pm | | | | |
| 4 | 07:56 am | 12:15 pm | 12:16 pm | 05:33 pm | | | | |
| 5 | 07:58 am | | | 12:04 pm | | | | |
| 6 | 07:58 am | 12:40 pm | 12:41 pm | 08:21 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:50 am | 12:02 pm | 12:03 pm | 10:00 pm | | | | |
| 10 | 07:56 am | | 12:51 pm | 09:29 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:56 am | 12:08 pm | 12:09 pm | 06:28 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:47 am | 12:02 pm | 12:03 pm | 05:39 pm | | | | |
| 17 | 07:56 am | 12:00 pm | 12:02 pm | 05:14 pm | | | | |
| 18 | 07:50 am | 12:05 pm | 12:07 pm | 05:42 pm | | | | |
| 19 | 07:55 am | | 12:46 pm | 12:45 pm | | | | |
| 20 | 07:56 am | 12:16 pm | 12:17 pm | 05:16 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:40 am | 12:39 pm | 12:40 pm | 06:01 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

IMACULATE GRACE L. NEGRE

Verified as to the prescribed office hours.

NEGRE, IMACULATE GRACE L.

(NAME)

Employee No. 783

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:52 am | 12:10 pm | 12:11 pm | 05:30 pm | | | | |
| 3 | 07:54 am | 12:05 pm | 12:06 pm | 05:14 pm | | | | |
| 4 | 07:56 am | 12:15 pm | 12:16 pm | 05:33 pm | | | | |
| 5 | 07:58 am | | | 12:04 pm | | | | |
| 6 | 07:58 am | 12:40 pm | 12:41 pm | 08:21 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:50 am | 12:02 pm | 12:03 pm | 10:00 pm | | | | |
| 10 | 07:56 am | | 12:51 pm | 09:29 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:56 am | 12:08 pm | 12:09 pm | 06:28 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:47 am | 12:02 pm | 12:03 pm | 05:39 pm | | | | |
| 17 | 07:56 am | 12:00 pm | 12:02 pm | 05:14 pm | | | | |
| 18 | 07:50 am | 12:05 pm | 12:07 pm | 05:42 pm | | | | |
| 19 | 07:55 am | | 12:46 pm | 12:45 pm | | | | |
| 20 | 07:56 am | 12:16 pm | 12:17 pm | 05:16 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:40 am | 12:39 pm | 12:40 pm | 06:01 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

IMACULATE GRACE L. NEGRE

Verified as to the prescribed office hours.

OBSIOMA JR., JEFFREY C.

(NAME)

Employee No. 732

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:40 am | 12:04 pm | 12:06 pm | 05:01 pm | | | | |
| 3 | 07:43 am | 12:20 pm | 12:23 pm | 04:44 pm | | | | |
| 4 | 07:40 am | 12:06 pm | 12:07 pm | 04:49 pm | | | | |
| 5 | 07:40 am | | | 12:04 pm | | | | |
| 6 | 07:49 am | 12:30 pm | 12:31 pm | 04:54 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:21 am | 12:13 pm | 12:15 pm | 04:44 pm | | | | |
| 10 | 07:46 am | 12:48 pm | 12:49 pm | 07:33 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:49 am | | 12:33 pm | 12:30 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:44 am | 12:43 pm | 12:44 pm | 05:01 pm | | | | |
| 17 | 07:47 am | | 12:21 pm | 12:20 pm | | | | |
| 18 | 07:47 am | | | 05:05 pm | | | | |
| 19 | 07:58 am | 12:16 pm | 12:21 pm | 05:01 pm | | | | |
| 20 | 07:46 am | 12:29 pm | 12:30 pm | 05:05 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:50 am | 12:54 pm | 12:55 pm | 05:03 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 07:33 am | | 12:15 pm | 12:14 pm | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

JEFFREY C. OBSIOMA JR.

Verified as to the prescribed office hours.

OBSIOMA JR., JEFFREY C.

(NAME)

Employee No. 732

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:40 am | 12:04 pm | 12:06 pm | 05:01 pm | | | | |
| 3 | 07:43 am | 12:20 pm | 12:23 pm | 04:44 pm | | | | |
| 4 | 07:40 am | 12:06 pm | 12:07 pm | 04:49 pm | | | | |
| 5 | 07:40 am | | | 12:04 pm | | | | |
| 6 | 07:49 am | 12:30 pm | 12:31 pm | 04:54 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:21 am | 12:13 pm | 12:15 pm | 04:44 pm | | | | |
| 10 | 07:46 am | 12:48 pm | 12:49 pm | 07:33 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:49 am | | 12:33 pm | 12:30 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:44 am | 12:43 pm | 12:44 pm | 05:01 pm | | | | |
| 17 | 07:47 am | | 12:21 pm | 12:20 pm | | | | |
| 18 | 07:47 am | | | 05:05 pm | | | | |
| 19 | 07:58 am | 12:16 pm | 12:21 pm | 05:01 pm | | | | |
| 20 | 07:46 am | 12:29 pm | 12:30 pm | 05:05 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:50 am | 12:54 pm | 12:55 pm | 05:03 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 07:33 am | | 12:15 pm | 12:14 pm | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

JEFFREY C. OBSIOMA JR.

Verified as to the prescribed office hours.

PAGALING, DARLENE JAE A.

(NAME)

Employee No. 969

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departureRegular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:49 am | 12:06 pm | 12:08 pm | 05:19 pm | | | | |
| 3 | 07:49 am | 12:07 pm | 12:10 pm | 05:09 pm | | | | |
| 4 | 07:51 am | 12:30 pm | 12:35 pm | 05:22 pm | | | | |
| 5 | 07:50 am | | | 12:03 pm | | | | |
| 6 | 08:02 am | 12:40 pm | 12:42 pm | 05:32 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:55 am | 12:23 pm | 12:26 pm | 06:06 pm | | | | |
| 10 | 07:55 am | 12:50 pm | 12:53 pm | 08:08 pm | | | | |
| 11 | 06:53 am | | | | | | | |
| 12 | | | | | | | | |
| 13 | 08:18 am | 12:06 pm | 12:08 pm | 05:26 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:56 am | 12:15 pm | 12:18 pm | 05:42 pm | | | | |
| 17 | 07:52 am | 12:00 pm | 12:03 pm | 05:17 pm | | | | |
| 18 | 07:55 am | 12:12 pm | 12:15 pm | 05:07 pm | | | | |
| 19 | 07:50 am | 12:04 pm | 12:06 pm | 04:16 pm | | | | |
| 20 | | | | | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | | | | | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

DARLENE JAE A. PAGALING

Verified as to the prescribed office hours.

PAGALING, DARLENE JAE A.

(NAME)

Employee No. 969

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departureRegular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:49 am | 12:06 pm | 12:08 pm | 05:19 pm | | | | |
| 3 | 07:49 am | 12:07 pm | 12:10 pm | 05:09 pm | | | | |
| 4 | 07:51 am | 12:30 pm | 12:35 pm | 05:22 pm | | | | |
| 5 | 07:50 am | | | 12:03 pm | | | | |
| 6 | 08:02 am | 12:40 pm | 12:42 pm | 05:32 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:55 am | 12:23 pm | 12:26 pm | 06:06 pm | | | | |
| 10 | 07:55 am | 12:50 pm | 12:53 pm | 08:08 pm | | | | |
| 11 | 06:53 am | | | | | | | |
| 12 | | | | | | | | |
| 13 | 08:18 am | 12:06 pm | 12:08 pm | 05:26 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:56 am | 12:15 pm | 12:18 pm | 05:42 pm | | | | |
| 17 | 07:52 am | 12:00 pm | 12:03 pm | 05:17 pm | | | | |
| 18 | 07:55 am | 12:12 pm | 12:15 pm | 05:07 pm | | | | |
| 19 | 07:50 am | 12:04 pm | 12:06 pm | 04:16 pm | | | | |
| 20 | | | | | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | | | | | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

DARLENE JAE A. PAGALING

Verified as to the prescribed office hours.

PARAS, ROMEO RUEL M.

(NAME)

Employee No. 767

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departureRegular days _____
(Saturdays as) as required

| | AM | | PM | | Undertime | | | |
|------------------|----------|----------|----------|----------|-----------|-----|------------|---------|
| Day | Arrival | Depart | Arrival | Depart | In | Out | Hours Work | Remarks |
| 1 | | | | | | | | |
| 2 | 07:23 am | 12:21 pm | 12:23 pm | 06:40 pm | | | | |
| 3 | 07:11 am | 12:45 pm | 12:47 pm | 03:05 pm | | | | |
| 4 | 07:20 am | 12:54 pm | 12:56 pm | 06:49 pm | | | | |
| 5 | 06:59 am | | | 12:04 pm | | | | |
| 6 | 07:23 am | 12:12 pm | 12:14 pm | 07:02 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:04 am | 12:22 pm | 12:24 pm | 06:51 pm | | | | |
| 10 | 07:26 am | 12:21 pm | 12:24 pm | 08:05 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:55 am | 12:09 pm | 12:10 pm | 09:22 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:38 am | 12:31 pm | 12:35 pm | 06:29 pm | | | | |
| 17 | 07:24 am | 12:05 pm | 12:07 pm | 06:35 pm | | | | |
| 18 | 07:38 am | 12:28 pm | 12:30 pm | 07:44 pm | | | | |
| 19 | 07:45 am | 12:29 pm | 12:31 pm | 05:12 pm | | | | |
| 20 | 07:39 am | 12:38 pm | 12:40 pm | 10:20 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:38 am | 12:30 pm | 12:32 pm | 05:22 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 07:23 am | 12:25 pm | 12:27 pm | 05:36 pm | | | | |
| 27 | 07:34 am | 12:13 pm | 12:15 pm | 04:58 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, records of which was made daily at the time of arrival at and departure from office.

ROMEO RUEL M. PARAS

Verified as to the prescribed office hours.

PARAS, ROMEO RUEL M.

(NAME)

Employee No. 767

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departureRegular days _____
(Saturdays as) as required

| | AM | | PM | | Undertime | | | |
|------------------|----------|----------|----------|----------|-----------|-----|------------|---------|
| Day | Arrival | Depart | Arrival | Depart | In | Out | Hours Work | Remarks |
| 1 | | | | | | | | |
| 2 | 07:23 am | 12:21 pm | 12:23 pm | 06:40 pm | | | | |
| 3 | 07:11 am | 12:45 pm | 12:47 pm | 03:05 pm | | | | |
| 4 | 07:20 am | 12:54 pm | 12:56 pm | 06:49 pm | | | | |
| 5 | 06:59 am | | | 12:04 pm | | | | |
| 6 | 07:23 am | 12:12 pm | 12:14 pm | 07:02 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:04 am | 12:22 pm | 12:24 pm | 06:51 pm | | | | |
| 10 | 07:26 am | 12:21 pm | 12:24 pm | 08:05 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:55 am | 12:09 pm | 12:10 pm | 09:22 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:38 am | 12:31 pm | 12:35 pm | 06:29 pm | | | | |
| 17 | 07:24 am | 12:05 pm | 12:07 pm | 06:35 pm | | | | |
| 18 | 07:38 am | 12:28 pm | 12:30 pm | 07:44 pm | | | | |
| 19 | 07:45 am | 12:29 pm | 12:31 pm | 05:12 pm | | | | |
| 20 | 07:39 am | 12:38 pm | 12:40 pm | 10:20 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:38 am | 12:30 pm | 12:32 pm | 05:22 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 07:23 am | 12:25 pm | 12:27 pm | 05:36 pm | | | | |
| 27 | 07:34 am | 12:13 pm | 12:15 pm | 04:58 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, records of which was made daily at the time of arrival at and departure from office.

ROMEO RUEL M. PARAS

Verified as to the prescribed office hours.

QUIBOT, VIA MARIE S.

(NAME)

Employee No. 876

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:47 am | 12:11 pm | 12:14 pm | 06:46 pm | | | | |
| 3 | 07:16 am | 12:30 pm | 12:35 pm | 05:20 pm | | | | |
| 4 | 07:39 am | 12:12 pm | 12:20 pm | 05:56 pm | | | | |
| 5 | 07:37 am | | | 12:31 pm | | | | |
| 6 | 07:42 am | 12:40 pm | 12:42 pm | 05:02 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 08:05 am | 12:20 pm | 12:25 pm | 08:25 pm | | | | |
| 10 | 07:04 am | 12:12 pm | 12:34 pm | 11:55 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 08:10 am | 12:20 pm | 12:47 pm | 09:21 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:41 am | 12:22 pm | 12:38 pm | 05:31 pm | | | | |
| 17 | 06:55 am | | | | | | | |
| 18 | 07:13 am | | | 05:10 pm | | | | |
| 19 | 07:29 am | 12:40 pm | 12:41 pm | 05:05 pm | | | | |
| 20 | 07:13 am | 12:24 pm | 12:27 pm | 08:07 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:32 am | | | 12:10 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

VIA MARIE S. QUIBOT

Verified as to the prescribed office hours.

QUIBOT, VIA MARIE S.

(NAME)

Employee No. 876

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:47 am | 12:11 pm | 12:14 pm | 06:46 pm | | | | |
| 3 | 07:16 am | 12:30 pm | 12:35 pm | 05:20 pm | | | | |
| 4 | 07:39 am | 12:12 pm | 12:20 pm | 05:56 pm | | | | |
| 5 | 07:37 am | | | 12:31 pm | | | | |
| 6 | 07:42 am | 12:40 pm | 12:42 pm | 05:02 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 08:05 am | 12:20 pm | 12:25 pm | 08:25 pm | | | | |
| 10 | 07:04 am | 12:12 pm | 12:34 pm | 11:55 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 08:10 am | 12:20 pm | 12:47 pm | 09:21 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:41 am | 12:22 pm | 12:38 pm | 05:31 pm | | | | |
| 17 | 06:55 am | | | | | | | |
| 18 | 07:13 am | | | 05:10 pm | | | | |
| 19 | 07:29 am | 12:40 pm | 12:41 pm | 05:05 pm | | | | |
| 20 | 07:13 am | 12:24 pm | 12:27 pm | 08:07 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:32 am | | | 12:10 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

VIA MARIE S. QUIBOT

Verified as to the prescribed office hours.

RAGAY, JUSTINE FRANCIS A.

(NAME)

Employee No. 882

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | | | | | | | | |
| 3 | 07:57 am | | 12:11 pm | 12:01 pm | | | | |
| 4 | 07:59 am | 12:01 pm | 12:28 pm | 05:09 pm | | | | |
| 5 | 08:11 am | 12:00 pm | | | | | | |
| 6 | 07:30 am | 12:01 pm | 12:10 pm | 05:27 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:29 am | 12:00 pm | 12:12 pm | 09:53 pm | | | | |
| 10 | 07:41 am | | | 08:07 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | | | | | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | | | 01:01 pm | 06:17 pm | | | | |
| 17 | | | | | | | | |
| 18 | 07:52 am | 12:00 pm | 12:15 pm | 05:03 pm | | | | |
| 19 | | | 12:46 pm | 05:09 pm | | | | |
| 20 | 07:58 am | 12:09 pm | 12:15 pm | 05:42 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:53 am | 12:00 pm | 12:11 pm | 05:24 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 08:00 am | 12:00 pm | 12:41 pm | 05:04 pm | | | | |
| 27 | 07:58 am | | 12:23 pm | 12:17 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

JUSTINE FRANCIS A. RAGAY

Verified as to the prescribed office hours.

RAGAY, JUSTINE FRANCIS A.

(NAME)

Employee No. 882

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | | | | | | | | |
| 3 | 07:57 am | | 12:11 pm | 12:01 pm | | | | |
| 4 | 07:59 am | 12:01 pm | 12:28 pm | 05:09 pm | | | | |
| 5 | 08:11 am | 12:00 pm | | | | | | |
| 6 | 07:30 am | 12:01 pm | 12:10 pm | 05:27 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:29 am | 12:00 pm | 12:12 pm | 09:53 pm | | | | |
| 10 | 07:41 am | | | 08:07 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | | | | | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | | | 01:01 pm | 06:17 pm | | | | |
| 17 | | | | | | | | |
| 18 | 07:52 am | 12:00 pm | 12:15 pm | 05:03 pm | | | | |
| 19 | | | 12:46 pm | 05:09 pm | | | | |
| 20 | 07:58 am | 12:09 pm | 12:15 pm | 05:42 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:53 am | 12:00 pm | 12:11 pm | 05:24 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 08:00 am | 12:00 pm | 12:41 pm | 05:04 pm | | | | |
| 27 | 07:58 am | | 12:23 pm | 12:17 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

JUSTINE FRANCIS A. RAGAY

Verified as to the prescribed office hours.

RIVERA, JANAURA B,

(NAME)

Employee No. 875

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:46 am | 12:09 pm | 12:11 pm | 06:44 pm | | | | |
| 3 | 07:07 am | 12:29 pm | 12:32 pm | 04:15 pm | | | | |
| 4 | 07:57 am | 12:13 pm | 12:15 pm | 05:17 pm | | | | |
| 5 | 07:52 am | | | 12:32 pm | | | | |
| 6 | 07:55 am | 12:40 pm | 12:42 pm | 05:27 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:59 am | 12:44 pm | 12:46 pm | 05:09 pm | | | | |
| 10 | 07:55 am | | 12:04 pm | 12:02 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:54 am | | | 05:07 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 08:00 am | 12:10 pm | 12:13 pm | 05:15 pm | | | | |
| 17 | 07:56 am | 12:03 pm | 12:06 pm | 05:02 pm | | | | |
| 18 | 07:56 am | 12:08 pm | 12:10 pm | 05:02 pm | | | | |
| 19 | 07:57 am | 12:45 pm | 01:00 pm | 05:01 pm | | | | |
| 20 | 07:42 am | | 12:12 pm | 12:10 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | | | | | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

JANAURA B. RIVERA

Verified as to the prescribed office hours.

RIVERA, JANAURA B,

(NAME)

Employee No. 875

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:46 am | 12:09 pm | 12:11 pm | 06:44 pm | | | | |
| 3 | 07:07 am | 12:29 pm | 12:32 pm | 04:15 pm | | | | |
| 4 | 07:57 am | 12:13 pm | 12:15 pm | 05:17 pm | | | | |
| 5 | 07:52 am | | | 12:32 pm | | | | |
| 6 | 07:55 am | 12:40 pm | 12:42 pm | 05:27 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:59 am | 12:44 pm | 12:46 pm | 05:09 pm | | | | |
| 10 | 07:55 am | | 12:04 pm | 12:02 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:54 am | | | 05:07 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 08:00 am | 12:10 pm | 12:13 pm | 05:15 pm | | | | |
| 17 | 07:56 am | 12:03 pm | 12:06 pm | 05:02 pm | | | | |
| 18 | 07:56 am | 12:08 pm | 12:10 pm | 05:02 pm | | | | |
| 19 | 07:57 am | 12:45 pm | 01:00 pm | 05:01 pm | | | | |
| 20 | 07:42 am | | 12:12 pm | 12:10 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | | | | | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

JANAURA B. RIVERA

Verified as to the prescribed office hours.

SUMALPONG, ROCHELLE

(NAME)

Employee No. 834

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 06:40 am | 12:05 pm | 12:06 pm | 04:53 pm | | | | |
| 3 | 06:47 am | 12:21 pm | 12:23 pm | 05:12 pm | | | | |
| 4 | 06:39 am | 12:36 pm | 12:38 pm | 05:12 pm | | | | |
| 5 | 06:48 am | | | 12:16 pm | | | | |
| 6 | 06:46 am | 12:03 pm | 12:05 pm | 05:00 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 06:53 am | 12:22 pm | 12:24 pm | 05:58 pm | | | | |
| 10 | 06:42 am | 12:26 pm | 12:28 pm | 08:21 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 06:48 am | 12:27 pm | 12:32 pm | 06:07 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:09 am | 12:35 pm | 12:39 pm | 05:22 pm | | | | |
| 17 | 07:10 am | 12:16 pm | 12:19 pm | 05:44 pm | | | | |
| 18 | 06:47 am | 12:32 pm | 12:34 pm | 05:21 pm | | | | |
| 19 | 07:15 am | 12:23 pm | 12:25 pm | 04:55 pm | | | | |
| 20 | 06:46 am | 12:46 pm | 12:48 pm | 04:33 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | | | | | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

ROCHELLE SUMALPONG

Verified as to the prescribed office hours.

SUMALPONG, ROCHELLE

(NAME)

Employee No. 834

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 06:40 am | 12:05 pm | 12:06 pm | 04:53 pm | | | | |
| 3 | 06:47 am | 12:21 pm | 12:23 pm | 05:12 pm | | | | |
| 4 | 06:39 am | 12:36 pm | 12:38 pm | 05:12 pm | | | | |
| 5 | 06:48 am | | | 12:16 pm | | | | |
| 6 | 06:46 am | 12:03 pm | 12:05 pm | 05:00 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 06:53 am | 12:22 pm | 12:24 pm | 05:58 pm | | | | |
| 10 | 06:42 am | 12:26 pm | 12:28 pm | 08:21 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 06:48 am | 12:27 pm | 12:32 pm | 06:07 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:09 am | 12:35 pm | 12:39 pm | 05:22 pm | | | | |
| 17 | 07:10 am | 12:16 pm | 12:19 pm | 05:44 pm | | | | |
| 18 | 06:47 am | 12:32 pm | 12:34 pm | 05:21 pm | | | | |
| 19 | 07:15 am | 12:23 pm | 12:25 pm | 04:55 pm | | | | |
| 20 | 06:46 am | 12:46 pm | 12:48 pm | 04:33 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | | | | | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

ROCHELLE SUMALPONG

Verified as to the prescribed office hours.

TANGUNAN, MARY ANN

(NAME)

Employee No. 835

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| | AM | | PM | | Undertime | | | |
|------------------|----------|----------|----------|----------|-----------|-----|------------|---------|
| Day | Arrival | Depart | Arrival | Depart | In | Out | Hours Work | Remarks |
| 1 | | | | | | | | |
| 2 | 07:34 am | 12:39 pm | 12:48 pm | 05:49 pm | | | | |
| 3 | 07:45 am | 12:05 pm | 12:07 pm | 05:35 pm | | | | |
| 4 | 07:48 am | 12:07 pm | 12:11 pm | 05:11 pm | | | | |
| 5 | 07:13 am | | | | | | | |
| 6 | 08:30 am | 12:36 pm | 12:44 pm | 05:46 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:50 am | 12:14 pm | 12:17 pm | 06:07 pm | | | | |
| 10 | 06:55 am | 12:12 pm | 12:14 pm | 05:57 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | | | | | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:42 am | 12:35 pm | 12:47 pm | 05:56 pm | | | | |
| 17 | 08:07 am | 12:04 pm | 12:05 pm | 05:46 pm | | | | |
| 18 | 07:42 am | 12:36 pm | 12:47 pm | 05:21 pm | | | | |
| 19 | 08:00 am | 12:24 pm | 12:25 pm | 05:06 pm | | | | |
| 20 | 07:49 am | 12:30 pm | 12:32 pm | 08:05 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:41 am | 12:08 pm | 12:10 pm | 05:41 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 08:05 am | 12:03 pm | 12:05 pm | 05:12 pm | | | | |
| 27 | 07:48 am | 12:04 pm | 12:06 pm | 03:58 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, records of which was made daily at the time of arrival at and departure from office.

MARY ANN TANGUNAN

Verified as to the prescribed office hours.

TANGUNAN, MARY ANN

(NAME)

Employee No. 835

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| | AM | | PM | | Undertime | | | |
|------------------|----------|----------|----------|----------|-----------|-----|------------|---------|
| Day | Arrival | Depart | Arrival | Depart | In | Out | Hours Work | Remarks |
| 1 | | | | | | | | |
| 2 | 07:34 am | 12:39 pm | 12:48 pm | 05:49 pm | | | | |
| 3 | 07:45 am | 12:05 pm | 12:07 pm | 05:35 pm | | | | |
| 4 | 07:48 am | 12:07 pm | 12:11 pm | 05:11 pm | | | | |
| 5 | 07:13 am | | | | | | | |
| 6 | 08:30 am | 12:36 pm | 12:44 pm | 05:46 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:50 am | 12:14 pm | 12:17 pm | 06:07 pm | | | | |
| 10 | 06:55 am | 12:12 pm | 12:14 pm | 05:57 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | | | | | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:42 am | 12:35 pm | 12:47 pm | 05:56 pm | | | | |
| 17 | 08:07 am | 12:04 pm | 12:05 pm | 05:46 pm | | | | |
| 18 | 07:42 am | 12:36 pm | 12:47 pm | 05:21 pm | | | | |
| 19 | 08:00 am | 12:24 pm | 12:25 pm | 05:06 pm | | | | |
| 20 | 07:49 am | 12:30 pm | 12:32 pm | 08:05 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:41 am | 12:08 pm | 12:10 pm | 05:41 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 08:05 am | 12:03 pm | 12:05 pm | 05:12 pm | | | | |
| 27 | 07:48 am | 12:04 pm | 12:06 pm | 03:58 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, records of which was made daily at the time of arrival at and departure from office.

MARY ANN TANGUNAN

Verified as to the prescribed office hours.

TANUDRA, SHUEBERT

(NAME)

Employee No. 401

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:19 am | 12:24 pm | 12:25 pm | 05:14 pm | | | | |
| 3 | 07:46 am | | | 05:09 pm | | | | |
| 4 | 07:57 am | 12:34 pm | 12:35 pm | 05:15 pm | | | | |
| 5 | 08:17 am | 12:10 pm | 12:11 pm | | | | | |
| 6 | 07:47 am | 12:20 pm | 12:23 pm | 05:10 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 06:16 am | 12:28 pm | 12:29 pm | 05:13 pm | | | | |
| 10 | 07:55 am | | | 08:08 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | | | | | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:52 am | 12:13 pm | 12:19 pm | 06:03 pm | | | | |
| 17 | | | | | | | | |
| 18 | | | | | | | | |
| 19 | | | | | | | | |
| 20 | 07:55 am | 12:12 pm | 12:13 pm | 05:01 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 06:40 am | 12:03 pm | 12:08 pm | 05:19 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

SHUEBERT TANUDRA

Verified as to the prescribed office hours.

TANUDRA, SHUEBERT

(NAME)

Employee No. 401

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:19 am | 12:24 pm | 12:25 pm | 05:14 pm | | | | |
| 3 | 07:46 am | | | 05:09 pm | | | | |
| 4 | 07:57 am | 12:34 pm | 12:35 pm | 05:15 pm | | | | |
| 5 | 08:17 am | 12:10 pm | 12:11 pm | | | | | |
| 6 | 07:47 am | 12:20 pm | 12:23 pm | 05:10 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 06:16 am | 12:28 pm | 12:29 pm | 05:13 pm | | | | |
| 10 | 07:55 am | | | 08:08 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | | | | | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:52 am | 12:13 pm | 12:19 pm | 06:03 pm | | | | |
| 17 | | | | | | | | |
| 18 | | | | | | | | |
| 19 | | | | | | | | |
| 20 | 07:55 am | 12:12 pm | 12:13 pm | 05:01 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 06:40 am | 12:03 pm | 12:08 pm | 05:19 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

SHUEBERT TANUDRA

Verified as to the prescribed office hours.

VILLARANTE, DARYL RAYJAY G.

(NAME)

Employee No. 624

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:53 am | 12:03 pm | 12:07 pm | 04:54 pm | | | | |
| 3 | 07:43 am | 12:06 pm | 12:09 pm | 02:04 pm | | | | |
| 4 | 07:57 am | 12:07 pm | 12:13 pm | 05:02 pm | | | | |
| 5 | 08:26 am | 12:07 pm | | | | | | |
| 6 | 07:59 am | 12:32 pm | 12:42 pm | 05:00 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:52 am | 12:18 pm | 12:35 pm | 05:00 pm | | | | |
| 10 | 07:53 am | 12:05 pm | 12:08 pm | 07:26 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:53 am | 12:24 pm | 12:29 pm | 09:14 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:41 am | 12:11 pm | 12:28 pm | 05:13 pm | | | | |
| 17 | 08:10 am | | | 05:02 pm | | | | |
| 18 | 08:06 am | 12:16 pm | 12:24 pm | 05:21 pm | | | | |
| 19 | 07:52 am | 12:07 pm | 12:11 pm | 05:04 pm | | | | |
| 20 | 07:48 am | 12:20 pm | 12:22 pm | 05:20 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:59 am | 12:13 pm | 12:18 pm | 05:12 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

DARYL RAYJAY G. VILLARANTE

Verified as to the prescribed office hours.

VILLARANTE, DARYL RAYJAY G.

(NAME)

Employee No. 624

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:53 am | 12:03 pm | 12:07 pm | 04:54 pm | | | | |
| 3 | 07:43 am | 12:06 pm | 12:09 pm | 02:04 pm | | | | |
| 4 | 07:57 am | 12:07 pm | 12:13 pm | 05:02 pm | | | | |
| 5 | 08:26 am | 12:07 pm | | | | | | |
| 6 | 07:59 am | 12:32 pm | 12:42 pm | 05:00 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:52 am | 12:18 pm | 12:35 pm | 05:00 pm | | | | |
| 10 | 07:53 am | 12:05 pm | 12:08 pm | 07:26 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 07:53 am | 12:24 pm | 12:29 pm | 09:14 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 07:41 am | 12:11 pm | 12:28 pm | 05:13 pm | | | | |
| 17 | 08:10 am | | | 05:02 pm | | | | |
| 18 | 08:06 am | 12:16 pm | 12:24 pm | 05:21 pm | | | | |
| 19 | 07:52 am | 12:07 pm | 12:11 pm | 05:04 pm | | | | |
| 20 | 07:48 am | 12:20 pm | 12:22 pm | 05:20 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:59 am | 12:13 pm | 12:18 pm | 05:12 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

DARYL RAYJAY G. VILLARANTE

Verified as to the prescribed office hours.

WAGWAG, JOEGIE P.

(NAME)

Employee No. 984

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 08:41 am | 12:26 pm | 12:28 pm | 05:04 pm | | | | |
| 3 | 07:55 am | 12:29 pm | 12:31 pm | 05:13 pm | | | | |
| 4 | 08:14 am | 12:41 pm | 12:46 pm | 05:02 pm | | | | |
| 5 | 08:21 am | 12:15 pm | | | | | | |
| 6 | 07:48 am | 12:17 pm | 12:32 pm | 05:02 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:40 am | | | 05:06 pm | | | | |
| 10 | 07:39 am | 12:24 pm | 12:41 pm | 07:25 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 08:02 am | 12:20 pm | 12:22 pm | 05:03 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 08:02 am | 12:38 pm | 12:40 pm | 05:14 pm | | | | |
| 17 | 08:08 am | 12:12 pm | 12:13 pm | 05:02 pm | | | | |
| 18 | 08:02 am | 12:37 pm | 12:39 pm | 05:03 pm | | | | |
| 19 | 08:09 am | 12:39 pm | 12:40 pm | 05:00 pm | | | | |
| 20 | 07:59 am | 12:23 pm | 12:25 pm | 05:55 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 08:10 am | 12:02 pm | 12:03 pm | 05:13 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

JOEGIE P. WAGWAG

Verified as to the prescribed office hours.

WAGWAG, JOEGIE P.

(NAME)

Employee No. 984

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 08:41 am | 12:26 pm | 12:28 pm | 05:04 pm | | | | |
| 3 | 07:55 am | 12:29 pm | 12:31 pm | 05:13 pm | | | | |
| 4 | 08:14 am | 12:41 pm | 12:46 pm | 05:02 pm | | | | |
| 5 | 08:21 am | 12:15 pm | | | | | | |
| 6 | 07:48 am | 12:17 pm | 12:32 pm | 05:02 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:40 am | | | 05:06 pm | | | | |
| 10 | 07:39 am | 12:24 pm | 12:41 pm | 07:25 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | 08:02 am | 12:20 pm | 12:22 pm | 05:03 pm | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | 08:02 am | 12:38 pm | 12:40 pm | 05:14 pm | | | | |
| 17 | 08:08 am | 12:12 pm | 12:13 pm | 05:02 pm | | | | |
| 18 | 08:02 am | 12:37 pm | 12:39 pm | 05:03 pm | | | | |
| 19 | 08:09 am | 12:39 pm | 12:40 pm | 05:00 pm | | | | |
| 20 | 07:59 am | 12:23 pm | 12:25 pm | 05:55 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 08:10 am | 12:02 pm | 12:03 pm | 05:13 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | | | | | | | | |
| 27 | | | | | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

JOEGIE P. WAGWAG

Verified as to the prescribed office hours.

YTANG, CLAUDEN MAE

(NAME)

Employee No. 453

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:54 am | 12:05 pm | 12:06 pm | 05:59 pm | | | | |
| 3 | 07:56 am | 12:06 pm | 12:07 pm | 05:35 pm | | | | |
| 4 | 07:57 am | 12:29 pm | 12:30 pm | 05:23 pm | | | | |
| 5 | | | | | | | | |
| 6 | | 12:51 pm | 12:53 pm | 05:46 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:54 am | 12:51 pm | 12:52 pm | 06:07 pm | | | | |
| 10 | 07:55 am | 12:54 pm | 12:55 pm | 06:15 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | | | | | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | | | 12:48 pm | 05:43 pm | | | | |
| 17 | 06:44 am | | | 05:20 pm | | | | |
| 18 | | | | | | | | |
| 19 | 07:39 am | | | 04:55 pm | | | | |
| 20 | 07:39 am | | | 06:31 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:53 am | | | 12:26 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 09:38 am | 12:05 pm | 12:06 pm | 05:12 pm | | | | |
| 27 | 08:01 am | 12:04 pm | 12:06 pm | 05:01 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

CLAUDEN MAE YTANG

Verified as to the prescribed office hours.

YTANG, CLAUDEN MAE

(NAME)

Employee No. 453

For the month of December 1 - December 31, 2024

Official Hours for arrival
and departure

Regular days _____
(Saturdays as) as required

| Day | AM | | PM | | Undertime | | Hours Work | Remarks |
|------------------|----------|----------|----------|----------|-----------|-----|---------------|---------|
| | Arrival | Depart | Arrival | Depart | In | Out | | |
| 1 | | | | | | | | |
| 2 | 07:54 am | 12:05 pm | 12:06 pm | 05:59 pm | | | | |
| 3 | 07:56 am | 12:06 pm | 12:07 pm | 05:35 pm | | | | |
| 4 | 07:57 am | 12:29 pm | 12:30 pm | 05:23 pm | | | | |
| 5 | | | | | | | | |
| 6 | | 12:51 pm | 12:53 pm | 05:46 pm | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | 07:54 am | 12:51 pm | 12:52 pm | 06:07 pm | | | | |
| 10 | 07:55 am | 12:54 pm | 12:55 pm | 06:15 pm | | | | |
| 11 | | | | | | | | |
| 12 | | | | | | | | |
| 13 | | | | | | | | |
| 14 | | | | | | | | |
| 15 | | | | | | | | |
| 16 | | | 12:48 pm | 05:43 pm | | | | |
| 17 | 06:44 am | | | 05:20 pm | | | | |
| 18 | | | | | | | | |
| 19 | 07:39 am | | | 04:55 pm | | | | |
| 20 | 07:39 am | | | 06:31 pm | | | | |
| 21 | | | | | | | | |
| 22 | | | | | | | | |
| 23 | 07:53 am | | | 12:26 pm | | | | |
| 24 | | | | | | | | |
| 25 | | | | | | | | |
| 26 | 09:38 am | 12:05 pm | 12:06 pm | 05:12 pm | | | | |
| 27 | 08:01 am | 12:04 pm | 12:06 pm | 05:01 pm | | | | |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| TOTAL | | | | | | | | |
| No. of Absences | | | | | | | | |
| No. of Tardiness | | | | | | | | |

I CERTIFY on my honor that the above is a true and correct report of
the hours of work performed, records of which was made daily at the
time of arrival at and departure from office.

CLAUDEN MAE YTANG

Verified as to the prescribed office hours.