

ATTENDANCE REPORT

Employee: HOCINO, GERARDO MAGALLANES
Employee ID: 23869-1160
Selected Date: November 1 to 15, 2024

| Date | Time In | Time Out | Late AM PM | Total Late | UnderTime AM PM | Total Undertime | Total Hours AM & PM | Total Hours Rendered | Total Deduction (late + undertime) | Total Absent | Required Hours | Remarks |
|-----------------------|-----------------|------------------|-----------------|---------------|----------------------|--------------------|--------------------------|-------------------------|---------------------------------------|-----------------|--------------------|---------------------------------|
| Nov 01, 2024 (Fri) | 1ST TIME IN: | 1ST TIME OUT: | No Late | 0 | No Undertime | 0 | AM WORKED: | 8 hrs. 0 min. 0 sec. | 0 | 0 | 8 hr/s, 0 min/s | On Official Travel Whole Day |
| | 8:00:00 AM | 12:00:00 PM | | | | | 4 hr/s. 0 min. 0 sec. | | | | | |
| | 2ND TIME IN: | 2ND TIME OUT: | | | | | PM WORKED: | | | | | |
| | 1:30:00 PM | 5:30:00 PM | | | | | 4 hrs. 0 min. 0 sec. | | | | | |
| Nov 04, 2024 (Mon) | 1ST TIME IN: | 1ST TIME OUT: | No Late | 0 | No Undertime | 0 | AM WORKED: | 8 hrs. 0 min. 0 sec. | 0 | 0 | 8 hr/s, 0 min/s | On Official Travel Whole Day |
| | 8:00:00 AM | 12:00:00 PM | | | | | 4 hr/s. 0 min. 0 sec. | | | | | |
| | 2ND TIME IN: | 2ND TIME OUT: | | | | | PM WORKED: | | | | | |
| | 1:30:00 PM | 5:30:00 PM | | | | | 4 hrs. 0 min. 0 sec. | | | | | |
| Nov 05, 2024 (Tue) | 1ST TIME IN: | 1ST TIME OUT: | No Late | 0 | No Undertime | 0 | AM WORKED: | 8 hrs. 0 min. 0 sec. | 0 | 0 | 8 hr/s, 0 min/s | Present |
| | 7:51:47 AM | 12:04:13 PM | | | | | 4 hr/s. 0 min. 0 sec. | | | | | |
| | 2ND TIME IN: | 2ND TIME OUT: | | | | | PM WORKED: | | | | | |
| | 1:23:01 PM | 5:33:10 PM | | | | | 4 hrs. 0 min. 0 sec. | | | | | |
| Nov 06, 2024 (Wed) | 1ST TIME IN: | 1ST TIME OUT: | No Late | 0 | No Undertime | 0 | AM WORKED: | 8 hrs. 0 min. 0 sec. | 0 | 0 | 8 hr/s, 0 min/s | Present |
| | 7:52:52 AM | 12:05:56 PM | | | | | 4 hr/s. 0 min. 0 sec. | | | | | |
| | 2ND TIME IN: | 2ND TIME OUT: | | | | | PM WORKED: | | | | | |
| | 1:25:13 PM | 5:32:41 PM | | | | | 4 hrs. 0 min. 0 sec. | | | | | |
| Nov 07, 2024 (Thu) | 1ST TIME IN: | 1ST TIME OUT: | No Late | 0 | No Undertime | 0 | AM WORKED: | 8 hrs. 0 min. 0 sec. | 0 | 0 | 8 hr/s, 0 min/s | Present |
| | 7:55:29 AM | 12:08:26 PM | | | | | 4 hr/s. 0 min. 0 sec. | | | | | |
| | 2ND TIME IN: | 2ND TIME OUT: | | | | | PM WORKED: | | | | | |
| | 1:22:20 PM | 5:34:40 PM | | | | | 4 hrs. 0 min. 0 sec. | | | | | |

| Date | Time In | Time Out | Late AM PM | Total Late | UnderTime AM PM | Total Undertime | Total Hours AM & PM | Total Hours Rendered | Total Deduction (late + undertime) | Total Absent | Required Hours | Remarks |
|-----------------------|-----------------|------------------|----------------|---------------|---------------------|--------------------|--------------------------|-------------------------|---------------------------------------|-----------------|--------------------|---------|
| Nov 08, 2024 (Fri) | 1ST TIME IN: | 1ST TIME OUT: | No Late | 0 | No Undertime | 0 | AM WORKED: | 8 hrs. 0 min. 0 sec. | 0 | 0 | 8 hr/s, 0 min/s | Present |
| | 7:44:04 AM | 12:02:14 PM | | | | | 4 hr/s. 0 min. 0 sec. | | | | | |
| | 2ND TIME IN: | 2ND TIME OUT: | | | | | PM WORKED: | | | | | |
| | 1:21:25 PM | 5:32:41 PM | | | | | 4 hrs. 0 min. 0 sec. | | | | | |
| Nov 11, 2024 (Mon) | 1ST TIME IN: | 1ST TIME OUT: | No Late | 0 | No Undertime | 0 | AM WORKED: | 8 hrs. 0 min. 0 sec. | 0 | 0 | 8 hr/s, 0 min/s | Present |
| | 7:54:08 AM | 12:04:02 PM | | | | | 4 hr/s. 0 min. 0 sec. | | | | | |
| | 2ND TIME IN: | 2ND TIME OUT: | | | | | PM WORKED: | | | | | |
| | 1:20:54 PM | 5:35:47 PM | | | | | 4 hrs. 0 min. 0 sec. | | | | | |
| Nov 12, 2024 (Tue) | 1ST TIME IN: | 1ST TIME OUT: | No Late | 0 | No Undertime | 0 | AM WORKED: | 8 hrs. 0 min. 0 sec. | 0 | 0 | 8 hr/s, 0 min/s | Present |
| | 7:59:08 AM | 12:01:23 PM | | | | | 4 hr/s. 0 min. 0 sec. | | | | | |
| | 2ND TIME IN: | 2ND TIME OUT: | | | | | PM WORKED: | | | | | |
| | 1:18:55 PM | 5:44:35 PM | | | | | 4 hrs. 0 min. 0 sec. | | | | | |
| Nov 13, 2024 (Wed) | 1ST TIME IN: | 1ST TIME OUT: | No Late | 0 | No Undertime | 0 | AM WORKED: | 8 hrs. 0 min. 0 sec. | 0 | 0 | 8 hr/s, 0 min/s | Present |
| | 8:03:27 AM | 12:04:28 PM | | | | | 4 hr/s. 0 min. 0 sec. | | | | | |
| | 2ND TIME IN: | 2ND TIME OUT: | | | | | PM WORKED: | | | | | |
| | 1:24:20 PM | 5:33:48 PM | | | | | 4 hrs. 0 min. 0 sec. | | | | | |
| Nov 14, 2024 (Thu) | 1ST TIME IN: | 1ST TIME OUT: | No Late | 0 | No Undertime | 0 | AM WORKED: | 8 hrs. 0 min. 0 sec. | 0 | 0 | 8 hr/s, 0 min/s | Present |
| | 7:52:58 AM | 12:04:08 PM | | | | | 4 hr/s. 0 min. 0 sec. | | | | | |
| | 2ND TIME IN: | 2ND TIME OUT: | | | | | PM WORKED: | | | | | |
| | 1:21:21 PM | 5:37:33 PM | | | | | 4 hrs. 0 min. 0 sec. | | | | | |
| Nov 15, 2024 (Fri) | 1ST TIME IN: | 1ST TIME OUT: | No Late | 0 | No Undertime | 0 | AM WORKED: | 8 hrs. 0 min. 0 sec. | 0 | 0 | 8 hr/s, 0 min/s | Present |
| | 7:59:16 AM | 12:02:40 PM | | | | | 4 hr/s. 0 min. 0 sec. | | | | | |
| | 2ND TIME IN: | 2ND TIME OUT: | | | | | PM WORKED: | | | | | |
| | 1:13:42 PM | 5:30:04 PM | | | | | 4 hrs. 0 min. 0 sec. | | | | | |

| Duty Hours To Be Rendered | Total Time Rendered | Total Time Deduction (Late + Undertime + Absent Hours) | Total Late | Total Undertime | Total Absent |
|-----------------------------------|-------------------------|--|------------------------|------------------------|--------------|
| 88 hr/s from (11 days total hour) | 88 hr/s, 0 min/s, 0 sec | 0 hr/s, 0 min/s, 0 sec | 0 hr/s, 0 min/s, 0 sec | 0 hr/s, 0 min/s, 0 sec | 0 |