

ATTENDANCE REPORT

Employee: GRADO, VALERIANO UNGAB  
Employee ID: 96902-0173  
Selected Date: No date range selected

| 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           |
|-----------------------|--------------|---------------|--------------|----------------|-------------------|-----------------|------------------------|------------------------|------------------------------------|--------------|-----------------|-------------------|
| Aug 01, 2024<br>(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           |
|                       | 7:59:57 AM   | 12:00:32 PM   |              |                |                   |                 | 4 hr/s. 0 min. 0 sec.  |                        |                                    |              |                 |                   |
|                       | 2ND TIME IN: | 2ND TIME OUT: |              |                |                   |                 | PM WORKED:             |                        |                                    |              |                 |                   |
|                       | 1:37:14 PM   | 5:30:13 PM    |              |                |                   |                 | 4 hrs. 0 min. 0 sec.   |                        |                                    |              |                 |                   |
| Aug 02, 2024<br>(Fri) | 1ST TIME IN: | 1ST TIME OUT: | AM LATE:     | 4 mins 30 secs | No Undertime      | 0               | AM WORKED:             | 7 hrs. 55 min. 30 sec. | 4 min/s, 30 sec                    | 0            | 8 hr/s, 0 min/s | Present - Late AM |
|                       | 8:19:30 AM   | 12:04:07 PM   | 4 min 30 sec |                |                   |                 | 3 hr/s. 56 min. 0 sec. |                        |                                    |              |                 |                   |
|                       | 2ND TIME IN: | 2ND TIME OUT: |              |                |                   |                 | PM WORKED:             |                        |                                    |              |                 |                   |
|                       | 1:28:34 PM   | 5:34:46 PM    |              |                |                   |                 | 4 hrs. 0 min. 0 sec.   |                        |                                    |              |                 |                   |
| Aug 05, 2024<br>(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           |
|                       | 7:52:53 AM   | 12:05:59 PM   |              |                |                   |                 | 4 hr/s. 0 min. 0 sec.  |                        |                                    |              |                 |                   |
|                       | 2ND TIME IN: | 2ND TIME OUT: |              |                |                   |                 | PM WORKED:             |                        |                                    |              |                 |                   |
|                       | 1:20:38 PM   | 5:39:23 PM    |              |                |                   |                 | 4 hrs. 0 min. 0 sec.   |                        |                                    |              |                 |                   |
| Aug 06, 2024<br>(Tue) | 1ST TIME IN: | 1ST TIME OUT: | AM LATE:     | 30 mins 0 secs | No Undertime      | 0               | AM WORKED:             | 7 hrs. 30 min. 0 sec.  | 30 min/s, 0 sec                    | 0            | 8 hr/s, 0 min/s | Present - Late AM |
|                       | 8:45:00 AM   | 12:25:38 PM   | 30 min       |                |                   |                 | 3 hr/s. 30 min. 0 sec. |                        |                                    |              |                 |                   |
|                       | 2ND TIME IN: | 2ND TIME OUT: |              |                |                   |                 | PM WORKED:             |                        |                                    |              |                 |                   |
|                       | 1:44:47 PM   | 5:30:51 PM    |              |                |                   |                 | 4 hrs. 0 min. 0 sec.   |                        |                                    |              |                 |                   |
| Aug 07, 2024<br>(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           |
|                       | 8:10:45 AM   | 12:01:10 PM   |              |                |                   |                 | 4 hr/s. 0 min. 0 sec.  |                        |                                    |              |                 |                   |
|                       | 2ND TIME IN: | 2ND TIME OUT: |              |                |                   |                 | PM WORKED:             |                        |                                    |              |                 |                   |
|                       | 1:33:24 PM   | 5:32:24 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           |
|-----------------------|--------------|---------------|---------------------------|-----------------|------------------|-----------------|------------------------|------------------------|------------------------------------|--------------|-----------------|-------------------|
| Aug 08, 2024<br>(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           |
|                       | 7:59:46 AM   | 12:04:59 PM   |                           |                 |                  |                 | 4 hr/s. 0 min. 0 sec.  |                        |                                    |              |                 |                   |
|                       | 2ND TIME IN: | 2ND TIME OUT: |                           |                 |                  |                 | PM WORKED:             |                        |                                    |              |                 |                   |
|                       | 1:25:48 PM   | 5:31:27 PM    |                           |                 |                  |                 | 4 hrs. 0 min. 0 sec.   |                        |                                    |              |                 |                   |
| Aug 09, 2024<br>(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           |
|                       | 8:07:43 AM   | 12:03:22 PM   |                           |                 |                  |                 | 4 hr/s. 0 min. 0 sec.  |                        |                                    |              |                 |                   |
|                       | 2ND TIME IN: | 2ND TIME OUT: |                           |                 |                  |                 | PM WORKED:             |                        |                                    |              |                 |                   |
|                       | 1:26:18 PM   | 5:37:24 PM    |                           |                 |                  |                 | 4 hrs. 0 min. 0 sec.   |                        |                                    |              |                 |                   |
| Aug 13, 2024<br>(Tue) | 1ST TIME IN: | 1ST TIME OUT: | No Late                   | 0               | No Undertime     | 0               | 0                      | 0                      | 8 hr/s, 0 min/s, 0 sec             | 8 hr/s       | 8 hr/s, 0 min/s | Absent            |
|                       | 12:00:00 AM  | 12:00:00 AM   |                           |                 |                  |                 |                        |                        |                                    |              |                 |                   |
|                       | 2ND TIME IN: | 2ND TIME OUT: |                           |                 |                  |                 |                        |                        |                                    |              |                 |                   |
|                       | 12:00:00 AM  | 12:00:00 AM   |                           |                 |                  |                 |                        |                        |                                    |              |                 |                   |
| Aug 14, 2024<br>(Wed) | 1ST TIME IN: | 1ST TIME OUT: | AM LATE:<br>35 min        | 35 mins 0 secs  | No Undertime     | 0               | AM WORKED:             | 7 hrs. 25 min. 0 sec.  | 35 min/s, 0 sec                    | 0            | 8 hr/s, 0 min/s | Present - Late AM |
|                       | 8:50:00 AM   | 12:03:43 PM   |                           |                 |                  |                 | 3 hr/s. 26 min. 0 sec. |                        |                                    |              |                 |                   |
|                       | 2ND TIME IN: | 2ND TIME OUT: |                           |                 |                  |                 | PM WORKED:             |                        |                                    |              |                 |                   |
|                       | 1:30:15 PM   | 5:34:02 PM    |                           |                 |                  |                 | 4 hrs. 0 min. 0 sec.   |                        |                                    |              |                 |                   |
| Aug 15, 2024<br>(Thu) | 1ST TIME IN: | 1ST TIME OUT: | AM LATE:<br>34 min 25 sec | 34 mins 25 secs | No Undertime     | 0               | AM WORKED:             | 7 hrs. 25 min. 35 sec. | 34 min/s, 25 sec                   | 0            | 8 hr/s, 0 min/s | Present - Late AM |
|                       | 8:49:25 AM   | 12:12:33 PM   |                           |                 |                  |                 | 3 hr/s. 26 min. 0 sec. |                        |                                    |              |                 |                   |
|                       | 2ND TIME IN: | 2ND TIME OUT: |                           |                 |                  |                 | PM WORKED:             |                        |                                    |              |                 |                   |
|                       | 1:33:19 PM   | 5:31:00 PM    |                           |                 |                  |                 | 4 hrs. 0 min. 0 sec.   |                        |                                    |              |                 |                   |

| Duty Hours To Be Rendered         | Total Time Rendered     | Total Time Deduction    | Total Late              | Total Undertime        | Total Absent |
|-----------------------------------|-------------------------|-------------------------|-------------------------|------------------------|--------------|
| 80 hr/s from (10 days total hour) | 70 hr/s, 16 min/s 4 sec | 9 hr/s, 43 min/s 55 sec | 1 hr/s, 43 min/s 54 sec | 0 hr/s, 0 min/s, 0 sec | 8 hr/s       |