

ATTENDANCE REPORT

Employee: ITONG, ANNA REA DAMASIN  
Employee ID: 14241-0601  
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 (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
	8:11:56 AM	12:07:42 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:15:15 PM	5:59:16 PM					4 hrs. 0 min. 0 sec.					
Aug 02, 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
	8:02:29 AM	12:32:41 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:28:55 PM	6:57:29 PM					4 hrs. 0 min. 0 sec.					
Aug 05, 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
	8:01:15 AM	12:11:40 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:00:00 PM	6:20:00 PM					4 hrs. 0 min. 0 sec.					
Aug 06, 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
	8:00:28 AM	12:08:07 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:04:18 PM	5:39:07 PM					4 hrs. 0 min. 0 sec.					
Aug 07, 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
	8:00:00 AM	12:05:00 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:05:00 PM	5:49:32 PM					4 hrs. 0 min. 0 sec.					

Date	Time In	Time Out	Late AM  PM	Total Late	UnderTime AM   PM	Total Undertime	Total HoursAM & PM	Total Hours Rendered	Total Deduction (late + undertime)	Total Absent	Required Hours	Remarks
Aug 08, 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
	8:00:02 AM	12:12:16 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:06:33 PM	6:08:01 PM					4 hrs. 0 min. 0 sec.					
Aug 09, 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
	8:04:50 AM	12:07:57 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:15:51 PM	6:11:23 PM					4 hrs. 0 min. 0 sec.					
Aug 13, 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
	8:00:00 AM	12:00:00 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:00:00 PM	6:00:00 PM					4 hrs. 0 min. 0 sec.					
Aug 14, 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
	8:06:24 AM	12:07:13 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:16:02 PM	5:38:50 PM					4 hrs. 0 min. 0 sec.					
Aug 15, 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
	8:06:35 AM	12:04:15 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	12:57:32 PM	5:33:59 PM					4 hrs. 0 min. 0 sec.					
Aug 16, 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
	8:08:22 AM	12:10:06 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:09:38 PM	6:00:00 PM					4 hrs. 0 min. 0 sec.					

Date	Time In	Time Out	Late AM  PM	Total Late	UnderTime AM   PM	Total Undertime	Total HoursAM & PM	Total Hours Rendered	Total Deduction (late + undertime)	Total Absent	Required Hours	Remarks
Aug 19, 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
	8:02:48 AM	12:15:06 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:04:52 PM	5:40:16 PM					4 hrs. 0 min. 0 sec.					
Aug 20, 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
	8:07:27 AM	12:11:58 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:24:59 PM	5:39:02 PM					4 hrs. 0 min. 0 sec.					
Aug 21, 2024 (Wed)	1ST TIME IN:	1ST TIME OUT:	AM	1 mins 32 secs	No Undertime	0	AM WORKED:	7 hrs. 58 min. 16 sec.	1 min/s, 32 sec	12 sec	8 hr/s, 0 min/s	Present - Late AM
	8:15:32 AM	12:20:38 PM	LATE:				3 hr/s. 58 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:	1 min 32 sec				PM WORKED:					
	1:10:39 PM	5:46:31 PM					4 hrs. 0 min. 0 sec.					
Aug 22, 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
	8:09:21 AM	12:06:59 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:26:06 PM	5:41:22 PM					4 hrs. 0 min. 0 sec.					
Aug 27, 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	On Leave 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.					
Aug 28, 2024 (Wed)	1ST TIME IN:	1ST TIME OUT:	AM	3 mins 18 secs	No Undertime	0	AM WORKED:	7 hrs. 56 min. 30 sec.	3 min/s, 18 sec	12 sec	8 hr/s, 0 min/s	Present - Late AM
	8:17:18 AM	12:13:45 PM	LATE:				3 hr/s. 57 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:	3 min 18 sec				PM WORKED:					
	1:22:53 PM	5:36:09 PM					4 hrs. 0 min. 0 sec.					

Date	Time In	Time Out	Late AM  PM	Total Late	UnderTime AM   PM	Total Undertime	Total HoursAM & PM	Total Hours Rendered	Total Deduction (late + undertime)	Total Absent	Required Hours	Remarks
Aug 29, 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
	8:11:17 AM	12:00:36 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	12:56:29 PM	5:37:05 PM					4 hrs. 0 min. 0 sec.					
Aug 30, 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 Leave 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.					
Sep 02, 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 Leave 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.					
Sep 03, 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
	8:08:07 AM	12:43:23 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:30:34 PM	5:45:05 PM					4 hrs. 0 min. 0 sec.					
Sep 04, 2024 (Wed)	1ST TIME IN:	1ST TIME OUT:	AM LATE:	6 mins 29 secs	No Undertime	0	AM WORKED:	7 hrs. 53 min. 19 sec.	6 min/s, 29 sec	12 sec	8 hr/s, 0 min/s	Present - Late AM
	8:20:29 AM	12:09:06 PM					3 hr/s. 53 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:	6 min 29 sec				PM WORKED:					
	1:04:15 PM	5:43:37 PM					4 hrs. 0 min. 0 sec.					
Sep 05, 2024 (Thu)	1ST TIME IN:	1ST TIME OUT:	AM LATE:	2 mins 38 secs	No Undertime	0	AM WORKED:	7 hrs. 57 min. 10 sec.	2 min/s, 38 sec	12 sec	8 hr/s, 0 min/s	Present - Late AM
	8:16:38 AM	12:10:57 PM					3 hr/s. 57 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:	2 min 38 sec				PM WORKED:					
	1:10:28 PM	5:44:37 PM					4 hrs. 0 min. 0 sec.					

Date	Time In	Time Out	Late AM  PM	Total Late	UnderTime AM   PM	Total Undertime	Total HoursAM & PM	Total Hours Rendered	Total Deduction (late + undertime)	Total Absent	Required Hours	Remarks
Sep 06, 2024 (Fri)	1ST TIME IN:	1ST TIME OUT:	AM LATE:  22 sec	0 mins 22 secs	No Undertime	0	AM WORKED:	7 hrs. 59 min. 26 sec.	0 min/s 22 sec	12 sec	8 hr/s, 0 min/s	Present - Late AM
	8:14:22 AM	12:07:15 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	12:54:53 PM	5:43:10 PM					4 hrs. 0 min. 0 sec.					
Sep 09, 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
	8:03:57 AM	12:12:23 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:18:21 PM	5:38:23 PM					4 hrs. 0 min. 0 sec.					
Sep 10, 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
	8:00:38 AM	12:10:39 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:11:34 PM	5:35:40 PM					4 hrs. 0 min. 0 sec.					
Sep 11, 2024 (Wed)	1ST TIME IN:	1ST TIME OUT:	AM LATE:  1 min 35 sec	1 mins 35 secs	No Undertime	0	AM WORKED:	7 hrs. 58 min. 13 sec.	1 min/s, 35 sec	12 sec	8 hr/s, 0 min/s	Present - Late AM
	8:15:35 AM	12:17:52 PM					3 hr/s. 58 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:33:07 PM	5:53:49 PM					4 hrs. 0 min. 0 sec.					
Sep 12, 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
	8:05:54 AM	12:30:29 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:27:35 PM	5:34:46 PM					4 hrs. 0 min. 0 sec.					
Sep 13, 2024 (Fri)	1ST TIME IN:	1ST TIME OUT:	AM LATE:  6 min 46 sec	6 mins 46 secs	No Undertime	0	AM WORKED:	7 hrs. 53 min. 2 sec.	6 min/s, 46 sec	12 sec	8 hr/s, 0 min/s	Present - Late AM
	8:20:46 AM	12:00:00 PM					3 hr/s. 53 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:30:00 PM	5:42:00 PM					4 hrs. 0 min. 0 sec.					

Date	Time In	Time Out	Late AM  PM	Total Late	UnderTime AM   PM	Total Undertime	Total HoursAM & PM	Total Hours Rendered	Total Deduction (late + undertime)	Total Absent	Required Hours	Remarks
Sep 16, 2024 (Mon)	1ST TIME IN:	1ST TIME OUT:		4 mins 22 secs	No Undertime	0	AM WORKED:	7 hrs. 55 min. 26 sec.	4 min/s, 22 sec	12 sec	8 hr/s, 0 min/s	Present - Late AM
	8:18:22 AM	12:01:56 PM	AM LATE:				3 hr/s. 55 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:	4 min 22 sec				PM WORKED:					
	1:06:59 PM	5:33:08 PM					4 hrs. 0 min. 0 sec.					
Sep 17, 2024 (Tue)	1ST TIME IN:	1ST TIME OUT:		7 mins 27 secs	No Undertime	0	AM WORKED:	7 hrs. 52 min. 21 sec.	7 min/s, 27 sec	12 sec	8 hr/s, 0 min/s	Present - Late AM
	8:21:27 AM	12:09:00 PM	AM LATE:				3 hr/s. 52 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:	7 min 27 sec				PM WORKED:					
	1:09:00 PM	5:38:00 PM					4 hrs. 0 min. 0 sec.					
Sep 18, 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	On Leave 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.					
Sep 19, 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
	8:04:55 AM	12:08:26 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:32:54 PM	5:37:17 PM					4 hrs. 0 min. 0 sec.					
Sep 20, 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
	8:03:08 AM	12:09:49 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:31:53 PM	5:39:43 PM					4 hrs. 0 min. 0 sec.					
Sep 23, 2024 (Mon)	1ST TIME IN:	1ST TIME OUT:	No Late	0	No Undertime	0	AM WORKED:	4 hrs. 0 min. 0 sec.	0	4 hr/s	8 hr/s, 0 min/s	Present Morning, Absent Afternoon
	8:06:11 AM	12:03:59 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:16:02 PM						0 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
280 hr/s from (35 days total hour)	275 hr/s, 23 min/s 43 sec	4 hr/s, 36 min/s 17 sec	0 hr/s, 34 min/s 29 sec	0 hr/s, 0 min/s, 0 sec	4 hr/s, 1 min/s 48 sec