

ATTENDANCE REPORT

Employee: MENDOZA, ROSELYN AGUNOD  
Employee ID: 20995-1036  
Selected Date: November 01, 2024 to November 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
	7:48:03 AM	12:16:42 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:21:52 PM	6:38:12 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	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.					
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
	7:48:42 AM	12:18:07 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:17:02 PM	7:50:59 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	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.					
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
	7:46:23 AM	12:31:53 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:18:54 PM	8:11:13 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
	7:45:56 AM	12:00:00 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	12:40:00 PM	7:37:00 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
	7:45:58 AM	12:00:00 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:00:00 PM	9:22:00 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
	7:43:17 AM	12:00:00 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	12:41:00 PM	9:01:00 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
	7:44:00 AM	12:00:00 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	12:44:00 PM	10:23:00 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