

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	
Feb 03, 2025 (Mon)	1ST TIME IN:	1ST TIME OUT:	AM LATE:	14 mins 34 secs	No Undertime	0	AM WORKED:	7 hrs. 45 min. 26 sec.	14 min/s, 34 sec	0	8 hr/s, 0 min/s	PRE
	8:29:34 AM	12:07:18 PM					3 hr/s. 45 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:	14 min 34 sec				PM WORKED:					
	12:52:57 PM	5:50:55 PM					4 hrs. 0 min. 0 sec.					
Feb 04, 2025 (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	
	8:14:08 AM	12:07:09 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:17:27 PM	5:40:01 PM					4 hrs. 0 min. 0 sec.					
Feb 05, 2025 (Wed)	1ST TIME IN:	1ST TIME OUT:	AM LATE:	10 mins 54 secs	No Undertime	0	AM WORKED:	7 hrs. 49 min. 6 sec.	10 min/s, 54 sec	0	8 hr/s, 0 min/s	PRE
	8:25:54 AM	12:02:57 PM					3 hr/s. 49 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:	10 min 54 sec				PM WORKED:					
	1:31:04 PM	6:09:24 PM					4 hrs. 0 min. 0 sec.					
Feb 06, 2025 (Thu)	1ST TIME IN:	1ST TIME OUT:	AM LATE:	12 mins 26 secs	No Undertime	0	AM WORKED:	7 hrs. 47 min. 34 sec.	12 min/s, 26 sec	0	8 hr/s, 0 min/s	PRE
	8:27:26 AM	12:06:27 PM					3 hr/s. 48 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:	12 min 26 sec				PM WORKED:					
	1:15:35 PM	5:39:46 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	
Feb 07, 2025 (Fri)	1ST TIME IN:	1ST TIME OUT:	AM LATE:	11 mins 40 secs	No Undertime	0	AM WORKED:	7 hrs. 48 min. 20 sec.	11 min/s, 40 sec	0	8 hr/s, 0 min/s	PRE
	8:26:40 AM	12:04:28 PM					3 hr/s. 48 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:	11 min 40 sec				PM WORKED:					
	1:05:46 PM	5:48:29 PM					4 hrs. 0 min. 0 sec.					
Feb 10, 2025 (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	
	8:14:13 AM	12:03:08 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:22:55 PM	5:39:03 PM					4 hrs. 0 min. 0 sec.					
Feb 11, 2025 (Tue)	1ST TIME IN:	1ST TIME OUT:	AM LATE:	0 mins 46 secs	No Undertime	0	AM WORKED:	7 hrs. 59 min. 14 sec.	0 min/s 46 sec	0	8 hr/s, 0 min/s	PRE
	8:15:46 AM	12:08:24 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:	46 sec				PM WORKED:					
	1:30:53 PM	5:46:13 PM					4 hrs. 0 min. 0 sec.					
Feb 12, 2025 (Wed)	1ST TIME IN:	1ST TIME OUT:	AM LATE:	3 mins 57 secs	No Undertime	0	AM WORKED:	7 hrs. 56 min. 3 sec.	3 min/s, 57 sec	0	8 hr/s, 0 min/s	PRE
	8:18:57 AM	12:03:36 PM					3 hr/s. 56 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:	3 min 57 sec				PM WORKED:					
	1:00:00 PM	5:43:00 PM					4 hrs. 0 min. 0 sec.					
Feb 13, 2025 (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	
	8:14:41 AM	12:02:49 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	12:54:14 PM	5:53:06 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	
Feb 14, 2025 (Fri)	1ST TIME IN:	1ST TIME OUT:	AM LATE:	9 mins 8 secs	No Undertime	0	AM WORKED:	7 hrs. 50 min. 52 sec.	9 min/s, 8 sec	0	8 hr/s, 0 min/s	PRE
	8:24:08 AM	12:11:53 PM					3 hr/s. 51 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:	9 min 8 sec				PM WORKED:					
	12:59:01 PM	6:24:35 PM					4 hrs. 0 min. 0 sec.					
Feb 17, 2025 (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	
	8:04:09 AM	12:11:12 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:04:04 PM	5:36:29 PM					4 hrs. 0 min. 0 sec.					
Feb 18, 2025 (Tue)	1ST TIME IN:	1ST TIME OUT:	AM LATE:	1 mins 55 secs	No Undertime	0	AM WORKED:	7 hrs. 58 min. 5 sec.	1 min/s, 54 sec	0	8 hr/s, 0 min/s	PRE
	8:16:55 AM	12:04:45 PM					3 hr/s. 58 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:	1 min 55 sec				PM WORKED:					
	1:14:01 PM	5:42:26 PM					4 hrs. 0 min. 0 sec.					
Feb 19, 2025 (Wed)	1ST TIME IN:	1ST TIME OUT:	AM LATE:	4 mins 18 secs	No Undertime	0	AM WORKED:	7 hrs. 55 min. 42 sec.	4 min/s, 18 sec	0	8 hr/s, 0 min/s	PRE
	8:19:18 AM	12:22:44 PM					3 hr/s. 56 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:	4 min 18 sec				PM WORKED:					
	1:18:55 PM	5:41:18 PM					4 hrs. 0 min. 0 sec.					
Feb 20, 2025 (Thu)	1ST TIME IN:	1ST TIME OUT:	AM LATE:	0 mins 34 secs	No Undertime	0	AM WORKED:	7 hrs. 59 min. 26 sec.	0 min/s 34 sec	0	8 hr/s, 0 min/s	PRE
	8:15:34 AM	12:02:14 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:	34 sec				PM WORKED:					
	1:12:09 PM	5:48:19 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	
Feb 21, 2025 (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
	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.					
Feb 24, 2025 (Mon)	1ST TIME IN:	1ST TIME OUT:	AM LATE:	13 mins 5 secs	No Undertime	0	AM WORKED:	7 hrs. 46 min. 55 sec.	13 min/s, 5 sec	0	8 hr/s, 0 min/s	PRE
	8:28:05 AM	12:00:48 PM	13 min 5 sec				3 hr/s. 47 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:00:00 PM	5:34:00 PM					4 hrs. 0 min. 0 sec.					
Feb 25, 2025 (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	
	8:12:44 AM	12:30:53 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:32:24 PM	5:47:57 PM					4 hrs. 0 min. 0 sec.					
Feb 26, 2025 (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
	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.					
Feb 27, 2025 (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	
	8:11:27 AM	12:11:22 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:23:26 PM	5:47:15 PM					4 hrs. 0 min. 0 sec.					

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Feb 28, 2025 (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	
	8:00:13 AM	12:06:41 PM					4 hr/s. 0 min. 0 sec.					
	2ND TIME IN:	2ND TIME OUT:					PM WORKED:					
	1:31:02 PM	6:19:39 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
160 hr/s from (20 days total hour)	158 hr/s, 36 min/s 43 sec	1 hr/s, 23 min/s 16 sec	1 hr/s, 23 min/s 16 sec	0 hr/s, 0 min/s, 0 sec	0