ATTENDANCE REPORT

Employee: YAP, ABRAM GE CARAMAT Employee ID: 18677-0855 Selected Date: September 01, 2024 to September 09, 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 |
|-----------------------|--|---|------------------------|-----------------|----------------------|--------------------|--|---------------------------|------------------------------------|-----------------|--------------------|----------------------|
| Sep 02, 2024 (Mon) | 1ST TIME IN: 7:05:46 AM 2ND TIME IN: 1:32:07 PM | 1ST TIME OUT: 12:19:46 PM 2ND TIME OUT: 6:06:13 PM | No Late | 0 | No Undertime | 0 | AM WORKED: 4 hr/s. 0 min. 0 sec. PM WORKED: 4 hrs. 0 min. 0 sec. | 8 hrs. 0 min. 0 sec. | 0 | 0 | 8 hr/s, 0 min/s | Present |
| Sep 03, 2024 (Tue) | 1ST TIME IN: 8:40:37 AM 2ND TIME IN: 1:29:06 PM | 1ST TIME OUT: 12:05:48 PM 2ND TIME OUT: 6:13:27 PM | AM LATE: 25 min 37 sec | 25 mins 37 secs | No Undertime | 0 | AM WORKED: 3 hr/s. 34 min. 0 sec. PM WORKED: 4 hrs. 0 min. 0 sec. | 7 hrs. 34 min. 23 sec. | 25 min/s, 37 sec | 0 | 8 hr/s, 0 min/s | Present - Late AM |
| Sep 04, 2024 (Wed) | 1ST TIME IN: 7:41:54 AM 2ND TIME IN: 12:58:39 PM | 1ST TIME OUT: 12:13:04 PM 2ND TIME OUT: 6:01:17 PM | No Late | 0 | No Undertime | 0 | AM WORKED: 4 hr/s. 0 min. 0 sec. PM WORKED: 4 hrs. 0 min. 0 sec. | 8 hrs. 0 min. 0 sec. | 0 | 0 | 8 hr/s, 0 min/s | Present |
| Sep 05, 2024 (Thu) | 1ST TIME IN: 7:45:31 AM 2ND TIME IN: 1:41:03 PM | 1ST TIME OUT: 12:55:49 PM 2ND TIME OUT: 5:34:39 PM | No Late | 0 | No Undertime | 0 | AM WORKED: 4 hr/s. 0 min. 0 sec. PM WORKED: 4 hrs. 0 min. 0 sec. | 8 hrs. 0 min. 0 sec. | 0 | 0 | 8 hr/s, 0 min/s | Present |
| Sep 06, 2024 (Fri) | 1ST TIME IN: 8:27:30 AM 2ND TIME IN: 1:02:08 PM | 1ST TIME OUT: 12:09:58 PM 2ND TIME OUT: 5:53:43 PM | AM LATE: 12 min 30 sec | 12 mins 30 secs | No Undertime | 0 | AM WORKED: 3 hr/s. 48 min. 0 sec. PM WORKED: 4 hrs. 0 min. 0 sec. | 7 hrs. 47 min. 30 sec. | 12 min/s, 30 sec | 0 | 8 hr/s, 0 min/s | Present - Late AM |

| 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 |
|-----------------------|-------------------------------|--------------------------------|-----------------|------------|---------------------|--------------------|---------------------------------|-------------------------|------------------------------------|-----------------|--------------------|---------|
| Sep 09, 2024 (Mon) | 1ST TIME | 1ST TIME | No Late | 0 | No Undertime | 0 | AM WORKED: | 8 hrs. 0 min. 0 sec. | 0 | 0 | 8 hr/s, 0 min/s | Present |
| | 7:57:40 AM | OUT: 12:00:00 PM | | | | | 4 hr/s. 0 min. 0 sec. | | | | | |
| | 2ND TIME IN: 1:30:00 PM | 2ND TIME OUT: 5:39:00 PM | | | | | PM WORKED: 4 hrs. 0 min. 0 sec. | | , c | | | |

| Duty Hours To Be Rendered | Total Time Rendered | Total Time Deduction (Late + Undertime + Absent Hours) | Total Late | Total Undertime | Total Absent |
|----------------------------------|-----------------------------|--|---------------------------|---------------------------|-----------------|
| 48 hr/s from (6 days total hour) | 47 hr/s, 21 min/s 53 sec | 0 hr/s, 38 min/s 7 sec | 0 hr/s, 38 min/s 7 sec | 0 hr/s, 0 min/s, 0 sec | 0 |