

ATTENDANCE REPORT

Employee: TORRALBA, VAL ANDAMON  
Employee ID: 13274-0591  
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  |     |
|--------------------|--------------|---------------|---------------|-----------------|-------------------|-----------------|------------------------|------------------------|------------------------------------|--------------|-----------------|-----|
| Jan 02, 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 |     |
|                    | 8:00:00 AM   | 12:00:00 PM   |               |                 |                   |                 | 4 hr/s. 0 min. 0 sec.  |                        |                                    |              |                 |     |
|                    | 2ND TIME IN: | 2ND TIME OUT: |               |                 |                   |                 | PM WORKED:             |                        |                                    |              |                 |     |
|                    | 1:42:18 PM   | 5:39:25 PM    |               |                 |                   |                 | 4 hrs. 0 min. 0 sec.   |                        |                                    |              |                 |     |
| Jan 03, 2025 (Fri) | 1ST TIME IN: | 1ST TIME OUT: | AM LATE:      | 18 mins 37 secs | No Undertime      | 0               | AM WORKED:             | 7 hrs. 41 min. 23 sec. | 18 min/s, 37 sec                   | 0            | 8 hr/s, 0 min/s | PRI |
|                    | 8:33:37 AM   | 12:07:03 PM   | 18 min 37 sec |                 |                   |                 | 3 hr/s. 41 min. 0 sec. |                        |                                    |              |                 |     |
|                    | 2ND TIME IN: | 2ND TIME OUT: |               |                 |                   |                 | PM WORKED:             |                        |                                    |              |                 |     |
|                    | 1:37:56 PM   | 5:37:19 PM    |               |                 |                   |                 | 4 hrs. 0 min. 0 sec.   |                        |                                    |              |                 |     |
| Jan 06, 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 |     |
|                    | 8:00:00 AM   | 12:00:00 PM   |               |                 |                   |                 | 4 hr/s. 0 min. 0 sec.  |                        |                                    |              |                 |     |
|                    | 2ND TIME IN: | 2ND TIME OUT: |               |                 |                   |                 | PM WORKED:             |                        |                                    |              |                 |     |
|                    | 1:00:00 PM   | 5:33:00 PM    |               |                 |                   |                 | 4 hrs. 0 min. 0 sec.   |                        |                                    |              |                 |     |
| Jan 07, 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 |     |
|                    | 8:06:51 AM   | 12:01:08 PM   |               |                 |                   |                 | 4 hr/s. 0 min. 0 sec.  |                        |                                    |              |                 |     |
|                    | 2ND TIME IN: | 2ND TIME OUT: |               |                 |                   |                 | PM WORKED:             |                        |                                    |              |                 |     |
|                    | 1:00:00 PM   | 5:31:00 PM    |               |                 |                   |                 | 4 hrs. 0 min. 0 sec.   |                        |                                    |              |                 |     |

| DATE                        | TIME IN      | TIME OUT      | LATE AM   PM | TOTAL LATE     | UNDERTIME<br>AM   PM                      | TOTAL<br>UNDERTIME    | TOTAL HOURS AM & PM    | TOTAL HOURS<br>RENDERED | TOTAL<br>DEDUCTION<br>(LATE +<br>UNDERTIME) | TOTAL<br>ABSENT | REQUIRED<br>HOURS |     |
|-----------------------------|--------------|---------------|--------------|----------------|---|-----------------------|------------------------|-------------------------|---|-----------------|-------------------|-----|
| Jan<br>08,<br>2025<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   |     |
|                             | 8:09:51 AM   | 12:01:19 PM   |              |                |   |                       | 4 hr/s. 0 min. 0 sec.  |                         |   |                 |                   |     |
|                             | 2ND TIME IN: | 2ND TIME OUT: |              |                |   |                       | PM WORKED:             |                         |   |                 |                   |     |
|                             | 12:59:12 PM  | 5:30:56 PM    |              |                |   |                       | 4 hrs. 0 min. 0 sec.   |                         |   |                 |                   |     |
| Jan<br>09,<br>2025<br>(Thu) | 1ST TIME IN: | 1ST TIME OUT: | No Late      | 0              | AM<br>UNDERTIME:<br>1 hr 17 min<br>26 sec | 1 hrs 17 mins 26 secs | AM WORKED:             | 6 hrs. 42 min. 34 sec.  | 1 hr/s, 17 min/s, 26 sec                    | 0               | 8 hr/s, 0 min/s   | U   |
|                             | 8:10:31 AM   | 10:42:34 AM   |              |                |   |                       | 2 hr/s. 43 min. 0 sec. |                         |   |                 |                   |     |
|                             | 2ND TIME IN: | 2ND TIME OUT: |              |                |   |                       | PM WORKED:             |                         |   |                 |                   |     |
|                             | 1:00:00 PM   | 5:30:00 PM    |              |                |   |                       | 4 hrs. 0 min. 0 sec.   |                         |   |                 |                   |     |
| Jan<br>10,<br>2025<br>(Fri) | 1ST TIME IN: | 1ST TIME OUT: | AM LATE:     | 3 mins 35 secs | No Undertime                              | 0                     | AM WORKED:             | 7 hrs. 56 min. 25 sec.  | 3 min/s, 35 sec                             | 0               | 8 hr/s, 0 min/s   | PRI |
|                             | 8:15:27 AM   | 12:00:33 PM   | 27 sec       |                |   |                       | 4 hr/s. 0 min. 0 sec.  |                         |   |                 |                   |     |
|                             | 2ND TIME IN: | 2ND TIME OUT: | PM LATE      |                |   |                       | PM WORKED:             |                         |   |                 |                   |     |
|                             | 1:48:08 PM   | 5:30:29 PM    | 3 min 8 sec  |                |   |                       | 3 hrs. 56 min. 52 sec. |                         |   |                 |                   |     |
| Jan<br>13,<br>2025<br>(Mon) | 1ST TIME IN: | 1ST TIME OUT: | PM LATE:     | 6 mins 56 secs | No Undertime                              | 0                     | AM WORKED:             | 7 hrs. 53 min. 4 sec.   | 6 min/s, 56 sec                             | 0               | 8 hr/s, 0 min/s   | PRI |
|                             | 8:07:41 AM   | 12:01:07 PM   |              |                |   |                       | 4 hr/s. 0 min. 0 sec.  |                         |   |                 |                   |     |
|                             | 2ND TIME IN: | 2ND TIME OUT: | 6 min 56 sec |                |   |                       | PM WORKED:             |                         |   |                 |                   |     |
|                             | 1:51:56 PM   | 5:30:38 PM    |              |                |   |                       | 3 hrs. 53 min. 4 sec.  |                         |   |                 |                   |     |
| Jan<br>14,<br>2025<br>(Tue) | 1ST TIME IN: | 1ST TIME OUT: | AM LATE:     | 1 mins 9 secs  | No Undertime                              | 0                     | AM WORKED:             | 7 hrs. 58 min. 51 sec.  | 1 min/s, 9 sec                              | 0               | 8 hr/s, 0 min/s   | PRI |
|                             | 8:16:09 AM   | 12:10:22 PM   |              |                |   |                       | 4 hr/s. 0 min. 0 sec.  |                         |   |                 |                   |     |
|                             | 2ND TIME IN: | 2ND TIME OUT: | 1 min 9 sec  |                |   |                       | PM WORKED:             |                         |   |                 |                   |     |
|                             | 1:34:39 PM   | 5:35:38 PM    |              |                |   |                       | 4 hrs. 0 min. 0 sec.   |                         |   |                 |                   |     |

| DATE                        | TIME IN      | TIME OUT      | LATE AM   PM | TOTAL LATE     | UNDERTIME<br>AM   PM | TOTAL<br>UNDERTIME | TOTAL HOURS AM & PM    | TOTAL HOURS<br>RENDERED | TOTAL<br>DEDUCTION<br>(LATE +<br>UNDERTIME) | TOTAL<br>ABSENT | REQUIRED<br>HOURS  |    |
|-----------------------------|--------------|---------------|--------------|----------------|----------------------|--------------------|------------------------|-------------------------|---|-----------------|--------------------|----|
| Jan<br>15,<br>2025<br>(Wed) | 1ST TIME IN: | 1ST TIME OUT: | AM LATE:     | 3 mins 14 secs | No Undertime         | 0                  | AM WORKED:             | 7 hrs. 56 min. 46 sec.  | 3 min/s, 14<br>sec                          | 0               | 8 hr/s, 0<br>min/s | PR |
|                             | 8:18:14 AM   | 12:12:38 PM   |              |                |                      |                    | 3 hr/s. 57 min. 0 sec. |                         |   |                 |                    |    |
|                             | 2ND TIME IN: | 2ND TIME OUT: | 3 min 14 sec |                |                      |                    | PM WORKED:             |                         |   |                 |                    |    |
|                             | 1:35:43 PM   | 5:31:17 PM    |              |                |                      |                    | 4 hrs. 0 min. 0 sec.   |                         |   |                 |                    |    |
| Jan<br>16,<br>2025<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<br>min/s |    |
|                             | 8:09:26 AM   | 12:01:21 PM   |              |                |                      |                    | 4 hr/s. 0 min. 0 sec.  |                         |   |                 |                    |    |
|                             | 2ND TIME IN: | 2ND TIME OUT: |              |                |                      |                    | PM WORKED:             |                         |   |                 |                    |    |
|                             | 12:54:39 PM  | 5:43:08 PM    |              |                |                      |                    | 4 hrs. 0 min. 0 sec.   |                         |   |                 |                    |    |
| Jan<br>17,<br>2025<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<br>min/s |    |
|                             | 8:12:52 AM   | 12:02:06 PM   |              |                |                      |                    | 4 hr/s. 0 min. 0 sec.  |                         |   |                 |                    |    |
|                             | 2ND TIME IN: | 2ND TIME OUT: |              |                |                      |                    | PM WORKED:             |                         |   |                 |                    |    |
|                             | 12:57:39 PM  | 5:37:21 PM    |              |                |                      |                    | 4 hrs. 0 min. 0 sec.   |                         |   |                 |                    |    |
| Jan<br>20,<br>2025<br>(Mon) | 1ST TIME IN: | 1ST TIME OUT: | PM LATE:     | 4 mins 49 secs | No Undertime         | 0                  | AM WORKED:             | 7 hrs. 55 min. 11 sec.  | 4 min/s, 49<br>sec                          | 0               | 8 hr/s, 0<br>min/s | PR |
|                             | 8:00:04 AM   | 12:02:10 PM   |              |                |                      |                    | 4 hr/s. 0 min. 0 sec.  |                         |   |                 |                    |    |
|                             | 2ND TIME IN: | 2ND TIME OUT: | 4 min 49 sec |                |                      |                    | PM WORKED:             |                         |   |                 |                    |    |
|                             | 1:49:49 PM   | 5:30:29 PM    |              |                |                      |                    | 3 hrs. 55 min. 11 sec. |                         |   |                 |                    |    |
| Jan<br>21,<br>2025<br>(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<br>min/s |    |
|                             | 7:55:49 AM   | 12:01:00 PM   |              |                |                      |                    | 4 hr/s. 0 min. 0 sec.  |                         |   |                 |                    |    |
|                             | 2ND TIME IN: | 2ND TIME OUT: |              |                |                      |                    | PM WORKED:             |                         |   |                 |                    |    |
|                             | 1:21:55 PM   | 5:30:31 PM    |              |                |                      |                    | 4 hrs. 0 min. 0 sec.   |                         |   |                 |                    |    |

| DATE                        | TIME IN      | TIME OUT      | LATE AM   PM | TOTAL LATE     | UNDERTIME<br>AM   PM                      | TOTAL<br>UNDERTIME       | TOTAL HOURS AM & PM    | TOTAL HOURS<br>RENDERED | TOTAL<br>DEDUCTION<br>(LATE +<br>UNDERTIME) | TOTAL<br>ABSENT | REQUIRED<br>HOURS  |          |            |  |  |  |
|-----------------------------|--------------|---------------|--------------|----------------|---|--------------------------|------------------------|-------------------------|---|-----------------|--------------------|----------|------------|--|--|--|
| Jan<br>22,<br>2025<br>(Wed) | 1ST TIME IN: | 1ST TIME OUT: |              | 7 mins 1 secs  | PM<br>UNDERTIME:<br>1 hr 52 min<br>17 sec | 1 hrs 52<br>mins 17 secs | AM WORKED:             | 6 hrs. 0 min. 42 sec.   | 1 hr/s, 59<br>min/s, 18<br>sec              | 0               | 8 hr/s, 0<br>min/s | PRE<br>U |            |  |  |  |
|                             | 7:47:22 AM   | 12:11:57 PM   | PM LATE:     |                |   |                          | 4 hr/s. 0 min. 0 sec.  |                         |   |                 |                    |          |            |  |  |  |
|                             | 2ND TIME IN: | 2ND TIME OUT: | 7 min 1 sec  |                |   |                          | PM WORKED:             |                         |   |                 |                    |          |            |  |  |  |
|                             | 1:52:01 PM   | 3:37:43 PM    |              |                |   |                          | 2 hrs. 0 min. 42 sec.  |                         |   |                 |                    |          |            |  |  |  |
| Jan<br>23,<br>2025<br>(Thu) | 1ST TIME IN: | 1ST TIME OUT: |              | 2 mins 42 secs | No Undertime                              | 0                        | AM WORKED:             | 7 hrs. 57 min. 18 sec.  | 2 min/s, 42<br>sec                          | 0               | 8 hr/s, 0<br>min/s | PR       |            |  |  |  |
|                             | 7:53:46 AM   | 12:05:05 PM   | PM LATE:     |                |   |                          | 4 hr/s. 0 min. 0 sec.  |                         |   |                 |                    |          |            |  |  |  |
|                             | 2ND TIME IN: | 2ND TIME OUT: | 2 min 42 sec |                |   |                          | PM WORKED:             |                         |   |                 |                    |          |            |  |  |  |
|                             | 1:47:42 PM   | 5:40:47 PM    |              |                |   |                          | 3 hrs. 57 min. 18 sec. |                         |   |                 |                    |          |            |  |  |  |
| Jan<br>24,<br>2025<br>(Fri) | 1ST TIME IN: | 1ST TIME OUT: |              | 24 mins 2 secs | No Undertime                              | 0                        | AM WORKED:             | 7 hrs. 35 min. 58 sec.  | 24 min/s, 2<br>sec                          | 0               | 8 hr/s, 0<br>min/s | PR       |            |  |  |  |
|                             | 8:39:02 AM   | 12:01:18 PM   | AM LATE:     |                |   |                          | 3 hr/s. 36 min. 0 sec. |                         |   |                 |                    |          |            |  |  |  |
|                             | 2ND TIME IN: | 2ND TIME OUT: | 24 min 2 sec |                |   |                          | PM WORKED:             |                         |   |                 |                    |          |            |  |  |  |
|                             | 1:36:19 PM   | 5:36:39 PM    |              |                |   |                          | 4 hrs. 0 min. 0 sec.   |                         |   |                 |                    |          |            |  |  |  |
| Jan<br>27,<br>2025<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<br>min/s |          |            |  |  |  |
|                             | 8:08:57 AM   | 12:00:14 PM   |              |                |   |                          | 4 hr/s. 0 min. 0 sec.  |                         |   |                 |                    |          |            |  |  |  |
|                             | 2ND TIME IN: | 2ND TIME OUT: |              |                |   |                          | 4 hrs. 0 min. 0 sec.   |                         |   |                 |                    |          | PM WORKED: |  |  |  |
|                             | 1:42:46 PM   | 5:42:32 PM    |              |                |   |                          |                        |                         |   |                 |                    |          |            |  |  |  |
| Jan<br>28,<br>2025<br>(Tue) | 1ST TIME IN: | 1ST TIME OUT: |              | 4 mins 56 secs | No Undertime                              | 0                        | AM WORKED:             | 7 hrs. 55 min. 4 sec.   | 4 min/s, 56<br>sec                          | 0               | 8 hr/s, 0<br>min/s | PR       |            |  |  |  |
|                             | 8:12:57 AM   | 12:01:41 PM   | PM LATE:     |                |   |                          | 4 hr/s. 0 min. 0 sec.  |                         |   |                 |                    |          |            |  |  |  |
|                             | 2ND TIME IN: | 2ND TIME OUT: | 4 min 56 sec |                |   |                          | PM WORKED:             |                         |   |                 |                    |          |            |  |  |  |
|                             | 1:49:56 PM   | 5:41:00 PM    |              |                |   |                          | 3 hrs. 55 min. 4 sec.  |                         |   |                 |                    |          |            |  |  |  |

| DATE                        | TIME IN      | TIME OUT      | LATE AM   PM  | TOTAL LATE      | UNDERTIME<br>AM   PM | TOTAL<br>UNDERTIME | TOTAL HOURS AM & PM    | TOTAL HOURS<br>RENDERED | TOTAL<br>DEDUCTION<br>(LATE +<br>UNDERTIME) | TOTAL<br>ABSENT | REQUIRED<br>HOURS |     |
|-----------------------------|--------------|---------------|---------------|-----------------|----------------------|--------------------|------------------------|-------------------------|---|-----------------|-------------------|-----|
| Jan<br>29,<br>2025<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   | TRA |
|                             | 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.   |                         |   |                 |                   |     |
| Jan<br>30,<br>2025<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   |     |
|                             | 7:49:37 AM   | 12:09:29 PM   |               |                 |                      |                    | 4 hr/s. 0 min. 0 sec.  |                         |   |                 |                   |     |
|                             | 2ND TIME IN: | 2ND TIME OUT: |               |                 |                      |                    | PM WORKED:             |                         |   |                 |                   |     |
|                             | 1:39:10 PM   | 5:37:23 PM    |               |                 |                      |                    | 4 hrs. 0 min. 0 sec.   |                         |   |                 |                   |     |
| Jan<br>31,<br>2025<br>(Fri) | 1ST TIME IN: | 1ST TIME OUT: | AM LATE:      | 16 mins 19 secs | No Undertime         | 0                  | AM WORKED:             | 7 hrs. 43 min. 41 sec.  | 16 min/s, 19 sec                            | 0               | 8 hr/s, 0 min/s   | PRI |
|                             | 8:31:19 AM   | 12:04:07 PM   | 16 min 19 sec |                 |                      |                    | 3 hr/s. 44 min. 0 sec. |                         |   |                 |                   |     |
|                             | 2ND TIME IN: | 2ND TIME OUT: |               |                 |                      |                    | PM WORKED:             |                         |   |                 |                   |     |
|                             | 1:34:38 PM   | 5:34:45 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 |
|------------------------------------|---------------------------|--|-------------------------|------------------------|--------------|
| 176 hr/s from (22 days total hour) | 171 hr/s, 16 min/s 57 sec | 4 hr/s, 43 min/s 3 sec                                 | 1 hr/s, 33 min/s 19 sec | 3 hr/s, 9 min/s 43 sec | 0            |