ATTENDANCE REPORT

Employee: ADLAON, REGGIE IAN SALUPAN Employee ID: 23775-1123 Selected Date: August 10, 2024 to August 31, 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
	1ST TIME IN:	1ST TIME		0	No Undertime	0	AM WORKED:	8 hrs. 0 min. 0 sec.	0	0	8 hr/s, 0 min/s	Present
Aug 13, 2024	7:53:00 AM	OUT: 12:00:00 PM					4 hr/s. 0 min. 0 sec.					
(Tue)	2ND TIME	2ND TIME	No Late				PM WORKED:					
	IN: 1:00:00 PM	OUT:					4 hrs. 0 min. 0 sec.					
	1ST TIME	5:39:00 PM										
	IN:	1ST TIME OUT:	No Late				AM WORKED: 4 hr/s. 0 min. 0					Present
Aug 14, 2024	7:34:15 AM	12:07:28 PM		0	No Undertime	0	sec.	8 hrs. 0 min. 0 sec.	0	0	8 hr/s, 0 min/s	
(Wed)	2ND TIME IN:	2ND TIME					PM WORKED:					
	12:57:10 PM	OUT: 7:39:15 PM					4 hrs. 0 min. 0 sec.					
	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
	IN: 7:39:41 AM	OUT: 12:00:04 PM					4 hr/s. 0 min. 0 sec.					
Aug 15, 2024 (Thu)	2ND TIME						PM WORKED:					
	IN:	2ND TIME OUT:					4 hrs. 0 min. 0 sec.					
	1:00:00 PM	6:49:00 PM					Sec.					
	1ST TIME IN:	1ST TIME OUT:	AM LATE: 1 min 27 sec	1 mins 27 secs	No Undertime	0	AM WORKED:	7 hrs. 58 min. 33 sec.	1 min/s, 27 sec	0	8 hr/s, 0 min/s	Present - Late AM
Aug 16, 2024	8:16:27 AM	12:00:00 PM					4 hr/s. 0 min. 0 sec.					
(Fri)	2ND TIME	2ND TIME					PM WORKED:					
	1:00:00 PM	OUT: 5:30:00 PM					4 hrs. 0 min. 0 sec.					
	1ST TIME			0	No Undertime	0	AM WORKED:		0	0	8 hr/s, 0 min/s	Present
	IN:	1ST TIME OUT:	No Late				4 hr/s. 0 min. 0	8 hrs. 0 min. 0 sec.				
Aug 19, 2024 (Mon)	7:21:54 AM	12:21:48 PM					Sec.					
(IVIOII)	2ND TIME IN:	2ND TIME OUT:					PM WORKED: 4 hrs. 0 min. 0					
	1:11:25 PM	7:31:56 PM					sec.					

Date	Time In	Time Out	Late AM PM	TotalLate	UnderTime AM PM	Total Undertime	Total Hours AM & PM	Total Hours Rendered	Total Deduction (late + undertime)	Total Absent	Required Hours	Remarks
Aug 20, 2024 (Tue)	1ST TIME IN: 7:31:26 AM 2ND TIME IN: 1:26:52 PM	1ST TIME OUT: 12:24:10 PM 2ND TIME OUT: 6:02:15 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
Aug 21, 2024 (Wed)	1ST TIME IN: 7:57:00 AM 2ND TIME IN: 1:04:00 PM	1ST TIME OUT: 12:00:00 PM 2ND TIME OUT: 6:00:00 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
Aug 22, 2024 (Thu)	1ST TIME IN: 8:00:00 AM 2ND TIME IN: 1:30:00 PM	1ST TIME OUT: 12:00:00 PM 2ND TIME OUT: 5:30:00 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	On Leave Whole Day
Aug 27, 2024 (Tue)	1ST TIME IN: 7:39:40 AM 2ND TIME IN: 1:17:30 PM	1ST TIME OUT: 12:06:13 PM 2ND TIME OUT: 5:34:53 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
Aug 28, 2024 (Wed)	1ST TIME IN: 7:43:54 AM 2ND TIME IN: 1:24:56 PM	1ST TIME OUT: 12:07:12 PM 2ND TIME OUT: 5:53:11 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
Aug 29, 2024 (Thu)	1ST TIME IN: 7:58:00 AM 2ND TIME IN: 1:29:00 PM	1ST TIME OUT: 12:05:00 PM 2ND TIME OUT: 5:38:00 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

Date	Time In	Time Out	Late AM PM	TotalLate	UnderTime AM PM	Total Undertime	Total Hours AM & PM	Total Hours Rendered	Total Deduction (late + undertime)	Total Absent	Required Hours	Remarks
Aug 30, 2024 (Fri)	1ST TIME IN: 7:35:54 AM 2ND TIME IN: 1:27:11 PM	1ST TIME OUT: 12:06:40 PM 2ND TIME OUT: 6:00:00 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

Duty Hours To Be Rendered	Total Time Rendered	Total Time Deduction (Late + Undertime + Absent Hours)	Total Late	Total Undertime	Total Absent
96 hr/s from (12 days total hour)	95 hr/s, 58 min/s 33 sec	0 hr/s, 1 min/s 27 sec	0 hr/s, 1 min/s 27 sec	0 hr/s, 0 min/s, 0 sec	0