ATTENDANCE REPORT

Employee: POLINAR, SARAH JANE LUMBA

Employee ID: 13469-0639

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: 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	OI
Feb 04, 2025 (Tue)	1ST TIME IN: 7:28:34 AM — 2ND TIME IN: 1:34:57 PM	1ST TIME OUT: 12:14:51 PM — 2ND TIME OUT: 5:35:39 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	
Feb 05, 2025 (Wed)	1ST TIME IN: 7:35:06 AM — 2ND TIME IN: 12:59:18 PM	1ST TIME OUT: 12:03:29 PM — 2ND TIME OUT: 5:33:01 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	
Feb 06, 2025 (Thu)	1ST TIME IN: 7:27:37 AM — 2ND TIME IN: 1:30:01 PM	1ST TIME OUT: 12:02:41 PM — 2ND TIME OUT: 5:31:20 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	

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Feb 07, 2025 (Fri)	1ST TIME IN: 7:28:51 AM 2ND TIME IN: 1:17:31 PM	1ST TIME OUT: 12:01:30 PM 2ND TIME OUT: 5:31:39 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	
Feb 10, 2025 (Mon)	1ST TIME IN: 7:56:50 AM 2ND TIME IN: 1:28:34 PM	1ST TIME OUT: 12:01:34 PM 2ND TIME OUT: 5:30:17 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	
Feb 11, 2025 (Tue)	1ST TIME IN: 7:23:19 AM 2ND TIME IN: 1:25:58 PM	1ST TIME OUT: 12:05:49 PM 2ND TIME OUT: 5:32:13 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	
Feb 12, 2025 (Wed)	1ST TIME IN: 7:19:36 AM 2ND TIME IN: 1:33:21 PM	1ST TIME OUT: 12:00:15 PM 2ND TIME OUT: 5:30:43 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	
Feb 13, 2025 (Thu)	1ST TIME IN: 7:28:58 AM 2ND TIME IN: 1:28:42 PM	1ST TIME OUT: 12:17:00 PM 2ND TIME OUT: 5:30:45 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	

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: 7:51:08 AM 2ND TIME IN: 1:31:19 PM	1ST TIME OUT: 11:45:51 AM 2ND TIME OUT: 5:31:36 PM	No Late	0	AM UNDERTIME: 14 min 9 sec	14 mins 9 secs	AM WORKED: 3 hr/s. 46 min. 0 sec. PM WORKED: 4 hrs. 0 min. 0 sec.	7 hrs. 45 min. 51 sec.	14 min/s, 9 sec	0	8 hr/s, 0 min/s	U
Feb 17, 2025 (Mon)	1ST TIME IN: 7:23:23 AM 2ND TIME IN: 1:24:58 PM	1ST TIME OUT: 12:01:28 PM 2ND TIME OUT: 5:30:10 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	
Feb 18, 2025 (Tue)	1ST TIME IN: 7:24:59 AM 2ND TIME IN: 1:32:48 PM	1ST TIME OUT: 12:01:29 PM 2ND TIME OUT: 5:31:47 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	
Feb 19, 2025 (Wed)	1ST TIME IN: 7:28:40 AM 2ND TIME IN: 1:28:26 PM	1ST TIME OUT: 12:00:06 PM 2ND TIME OUT: 5:30:32 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	
Feb 20, 2025 (Thu)	1ST TIME IN: 7:27:45 AM 2ND TIME IN: 1:27:06 PM	1ST TIME OUT: 12:04:31 PM 2ND TIME OUT: 5:31:26 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	

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: 7:34:30 AM 2ND TIME IN: 1:34:22 PM	1ST TIME OUT: 11:54:03 AM 2ND TIME OUT: 5:31:38 PM	No Late	0	AM UNDERTIME: 5 min 56 sec	5 mins 56 secs	AM WORKED: 3 hr/s. 54 min. 0 sec. PM WORKED: 4 hrs. 0 min. 0 sec.	**7 hrs. 54 min. 3 sec.**	5 min/s, 56 sec	0	8 hr/s, 0 min/s	**U**
Feb 24, 2025 (Mon)	1ST TIME IN: 7:26:03 AM 2ND TIME IN: 1:01:24 PM	1ST TIME OUT: 12:01:40 PM 2ND TIME OUT: 5:31:02 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	
Feb 25, 2025 (Tue)	1ST TIME IN: 7:07:30 AM 2ND TIME IN: 1:24:03 PM	1ST TIME OUT: 12:33:16 PM 2ND TIME OUT: 5:30:05 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	
Feb 26, 2025 (Wed)	1ST TIME IN: 7:08:22 AM 2ND TIME IN: 1:28:49 PM	1ST TIME OUT: 12:35:23 PM 2ND TIME OUT: 5:33:09 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	
Feb 27, 2025 (Thu)	1ST TIME IN: 7:26:58 AM 2ND TIME IN: 1:16:58 PM	1ST TIME OUT: 12:00:39 PM 2ND TIME OUT: 5:32:13 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	

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 28, 2025 (Fri)	1ST TIME IN: 7:05:46 AM 2ND TIME IN: 1:19:03 PM	1ST TIME OUT: 12:00:55 PM 2ND TIME OUT: 5:33:37 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	

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)	159 hr/s, 39 min/s 54 sec	0 hr/s, 20 min/s 5 sec	0 hr/s, 0 min/s, 0 sec	0 hr/s, 20 min/s 5 sec	0