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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Name:** Villanueva, Leny Jean M.  **Department:** Engineering | | | | | **Position:** Intern  **Age**: 22 | | |
| **Attendance Sheet** | | | | | | | |
| Date | Morning | | Afternoon | | | Overtime | |
| In | Out | In | Out | | In | Out |
| February 20, 2023 | 8: 00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| February 21, 2023 | 8: 00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| February 22, 2023 | 8: 00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| February 23, 2023 | 8: 00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| February 24, 2023 | Holiday | | | | |  |  |
| February 27, 2023 | 8: 00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| February 28, 2023 | 8:00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 1, 2023 | 8: 00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 2, 2023 | 8:00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 3, 2023 | 8: 00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 6, 2023 | 8:00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 7, 2021 | 8: 00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 8, 2023 | 8:00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 9, 2023 | 8: 00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 10, 2023 | 8:00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 13, 2023 | 8: 00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 14, 2023 | 8:00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 15, 2023 | 8: 00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 16, 2023 | 8:00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 17, 2023 | 8: 00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 20, 2023 | 8:00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 21, 2023 | 8: 00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 22, 2023 | 8:00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 23, 2023 | 8: 00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
| March 24, 2023 | 8:00 AM | 12:00 PM | 1: 00 PM | 5:00 PM | |  |  |
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I hereby certify that the above records are true and correct.

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Supervisor’s Signature with Printed Name Intern’s Signature with Printed Name