

Client Name	THE MANUFACTURERS LIFE INSURANCE CO. (PHILS) INC.
Project Name	
Employee ID	33491
Employee Name	Oliver Abaleta
Timesheet Month	May 16-31 Period

Swipe in Date	DAY	Attendance	Shift Schedule in Time	Swipe out Date	Shift Schedule out Time	Regular Shift Time		OVERTIME				Shift Schedule(Strict/Flexi)	Grace Period(In Mins)	Grace Period Type	Remarks/Leaves
						IN	OUT	OT IN	OT Swipe In Date	OT OUT	OT Swipe Out Date				
16-May-25	Fri	Normal	6:30	16-May-25	15:30	6:22	15:30	15:30	16-May-25	22:00	16-May-25	Flexi			
17-May-25	Sat	Working - Rest Day	6:30	17-May-25	15:30	6:25	15:30	15:30	17-May-25	17:30	17-May-25	Flexi			
18-May-25	Sun	Rest Day													
19-May-25	Mon	Normal	6:30	19-May-25	15:30	6:27	15:30	15:30	19-May-25	22:00	19-May-25	Flexi			
20-May-25	Tue	Normal	6:30	20-May-25	15:30	6:12	15:30	15:30	20-May-25	22:00	20-May-25	Flexi			
21-May-25	Wed	Normal	6:30	21-May-25	15:30	6:28	15:30	15:30	21-May-25	22:00	21-May-25	Flexi			
22-May-25	Thu	Normal	6:30	22-May-25	15:30	6:25	15:30	15:30	22-May-25	22:00	22-May-25	Flexi			
23-May-25	Fri	Normal	8:30	23-May-25	17:30	8:20	17:30	17:30	23-May-25	23:00	23-May-25	Flexi			
24-May-25	Sat	Rest Day													
25-May-25	Sun	Rest Day													
26-May-25	Mon	Normal	6:30	26-May-25	15:30	6:23	15:30	15:30	26-May-25	22:00	26-May-25	Flexi			
27-May-25	Tue	Normal	6:00	27-May-25	15:00	6:00	15:00	15:00	27-May-25	21:30	27-May-25	Flexi			
28-May-25	Wed	Normal	6:00	28-May-25	15:00	6:00	15:00	15:00	28-May-25	22:00	28-May-25	Flexi			
29-May-25	Thu	Normal	6:00	29-May-25	15:00	6:00	15:00					Flexi			
30-May-25	Fri	Normal	6:00	30-May-25	15:00	6:00	15:00	15:00	30-May-25	0:00	31-May-25	Flexi			
31-May-25	Sat	Working - Rest Day	9:00	31-May-25	18:00	9:00	18:00					Flexi			

Total Hours

Noted by:

Irah Santillana

Prepared by:

Oliver Abaleta

****	REG	ND	OT	OT with ND	Late Hours
REG	88.00	-	64.00	3.00	-
Rest Day	16.00	-	2.00	-	-
Legal Holiday	-	-	-	-	-
Special Holiday	-	-	-	-	-
RD on LH	-	-	-	-	-
RD on SH	-	-	-	-	-
Leaves	0 Leaves -				