DAILY TIME RECORD April 01, 2021 - April 30, 2021 Department of Transportation

DAILY TIME RECORD

April 01, 2021 - April 30, 2021

Name : MALUNES, DARYLL JOY D. Emp. No : 3330
Position : Administrative Officer IV OT Allowed : 30 hrs
Division : HUMAN RESOURCE DEVELOPMENT DIVISION Shift : CLK-MF-74

Name : MALUNES, DARYLL JOY D. Emp. No : 3330

Position : Administrative Officer IV OT Allowed : 30 hrs

Division : HUMAN RESOURCE DEVELOPMENT DIVISION Shift : CLK-MF-74

LATE /

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Remarks

MAUNDY THURSDAY;

OFFICIAL BUSINESS;

OFFICIAL BUSINESS;

OFFICIAL BUSINESS:

ARAW NG KAGITINGAN;

OFFICIAL BUSINESS;

OFFICIAL BUSINESS:

OFFICIAL BUSINESS;

DAY OFF;

DAY OFF;

DAY OFF;

DAY OFF;

FORCED LEAVE;

DAY OFF;

DAY OFF;

GOOD FRIDAY:

DAY OFF;

DAY OFF;

A.M.

IN OUT

DATE

01 TH CLK-

MF-74 02 FR CLK-

MF-74 03 SA XX

04 SU XX

05 MO CLK-MF-74

06 TU CLK-

MF-74 07 WE CLK-

MF-74 08 TH CLK-

MF-74 09 FR CLK-

MF-74 10 SA XX

11 SU XX

MF-74 13 TU CLK-

MF-74 14 WE CLK-

MF-74 15 TH CLK-

MF-74 16 FR CLK-

MF-74 17 SA XX

18 SU XX

MF-74 20 TU CLK-

MF-74 21 WE CLK-

MF-74 22 TH CLK-

MF-74 23 FR CLK-

MF-74 24 SA XX

25 SU XX

MF-74 27 TU CLK-

MF-74 28 WE CLK-MF-74

MF-74 30 FR CLK-

29 TH CLK-

26 MO CLK-

19 MO CLK-

12 MO CLK-

P.M.

IN OUT HD / UT

| | A.M. P.M. | | | М. | LATE / | | | |
|---------------------|-----------|-------|-------|-------|---------|-------|---------------------|--|
| DATE | IN | OUT | IN | OUT | HD / UT | ОТ | Remarks | |
| 01 TH CLK- MF-74 | | | | | | | MAUNDY THURSDAY; | |
| 02 FR CLK- MF-74 | | | | | | | GOOD FRIDAY; | |
| 03 SA XX | | | | | | | DAY OFF; | |
| 04 SU XX | | | | | | | DAY OFF; | |
| 05 MO CLK- MF-74 | | | | | | | OFFICIAL BUSINESS; | |
| 06 TU CLK- MF-74 | | | | | | | OFFICIAL BUSINESS; | |
| 07 WE CLK- MF-74 | | | | | | | OFFICIAL BUSINESS; | |
| 08 TH CLK- MF-74 | | | | | | | FORCED LEAVE; | |
| 09 FR CLK- MF-74 | | | | | | | ARAW NG KAGITINGAN; | |
| 10 SA XX | | | | | | | DAY OFF; | |
| 11 SU XX | | | | | | | DAY OFF; | |
| 12 MO CLK- MF-74 | | | | | | | OFFICIAL BUSINESS; | |
| 13 TU CLK- MF-74 | | | | | | | OFFICIAL BUSINESS; | |
| 14 WE CLK- MF-74 | | | | | | | OFFICIAL BUSINESS; | |
| 15 TH CLK- MF-74 | | | | | | | OFFICIAL BUSINESS; | |
| 16 FR CLK- MF-74 | | | | | | | OFFICIAL BUSINESS; | |
| 17 SA XX | | | | | | | DAY OFF; | |
| 18 SU XX | | | | | | | DAY OFF; | |
| 19 MO CLK- MF-74 | | | | | | | OFFICIAL BUSINESS; | |
| 20 TU CLK- MF-74 | | | | | | | OFFICIAL BUSINESS; | |
| 21 WE CLK- MF-74 | | | | | | | OFFICIAL BUSINESS; | |
| 22 TH CLK- MF-74 | | | | | | | OFFICIAL BUSINESS; | |
| 23 FR CLK- MF-74 | | | | | | | OFFICIAL BUSINESS; | |
| 24 SA XX | | | | | | | DAY OFF; | |
| 25 SU XX | | | | | | | DAY OFF; | |
| 26 MO CLK- MF-74 | 06:53 | 12:35 | 12:35 | 04:00 | | | | |
| 27 TU CLK- MF-74 | 06:55 | 12:26 | 12:26 | 04:01 | | | | |
| 28 WE CLK- MF-74 | 06:43 | 12:20 | 12:20 | 04:01 | | | | |
| 29 TH CLK- MF-74 | 07:00 | 12:24 | 12:24 | 04:00 | | | | |
| 30 FR CLK- MF-74 | 06:54 | 12:21 | 12:21 | 04:02 | | | | |
| | | | | Total | 00:00 | 00:00 | | |

| | 00:00 | |
|---------------------|-------------|---------|
| | | |
| Total Unfiled Leave | : (|) |
| Total Late | : (|) |
| Total Undertime | : (|) |
| Total Late/UT/HD in | n Days : (|) |
| Total Work Hours | : : | 176.000 |
| Total Late/UT/HD in | n Hours : (| 0.000 |

12:20 04:01

12:24

06:54 12:21 12:21 04:02

04:00

04:01

04:00

06:53 12:35 12:35

06:55 12:26 12:26

06:43 12:20

07:00 12:24

Total Late/UT/HD in Hours: 0.000 Schedule Description: monday-friday cLARK (7:00AM - 4:00PM)

 Total Unfiled Leave
 : 0

 Total Late
 : 0

 Total Undertime
 : 0

 Total Late/UT/HD in Days
 : 0

 Total Work Hours
 : 176.000

 Total Late/UT/HD in Hours : 0.000

Schedule Description : monday-friday cLARK (7:00AM - 4:00PM)

MALUNES, DARYLL JOY D.

I hereby certify that the above records are true and correct.

ROWENA B. DIRAIN

Signature of Immediate Supervisor

>>>PERSONNEL DIVISION'S COPY *202105033330*

MALUNES, DARYLL JOY D.

I hereby certify that the above records are true and correct.

00:00

ROWENA B. DIRAIN

Signature of Immediate Supervisor

>>>EMPLOYEE'S COPY *202105033330*

Run date: 05-03-21 Run date: 05-03-21