


DAILY TIME RECORD  
ARRIBADO, JEROME O.  
(NAME)

For the month of  
January 1 - 31, 2025  
Official hours for arrival and departure  
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED						Holiday
2-THU	7:57	12:00	12:02	5:03		8hrs
3-FRI	7:58	12:26	12:32	5:02		8hrs
4-SAT						Off
5-SUN						Off
6-MON	7:46	12:14	12:39	6:07		8hrs
7-TUE	7:45	12:12	12:19	5:00		8hrs
8-WED	7:53	12:08	12:31	5:08		8hrs
9-THU	7:57	12:03	12:11	5:04		8hrs
10-FRI	7:59	12:03	12:15	5:19		8hrs
11-SAT						Off
12-SUN						Off
13-MON	7:52	12:19	12:41	5:21		8hrs
14-TUE	7:56	12:00	12:21	5:14		8hrs
15-WED	7:13	12:47	12:57	5:53		8hrs
16-THU	7:51	12:06	12:30	5:32		8hrs
17-FRI	7:55	12:45	12:48	5:25		8hrs
18-SAT						Off
19-SUN						Off
20-MON	8:09	12:04	12:11	5:07	9mins	7hrs 51mins
21-TUE	7:54	12:19	12:27	5:32		8hrs
22-WED	7:08	12:45	12:49	5:26		8hrs
23-THU	8:01	12:06	12:29	5:10	1min	7hrs 59mins
24-FRI	8:02	12:08	12:23	5:28	2mins	7hrs 58mins
25-SAT						Off
26-SUN						Off
27-MON	6:48	12:02	12:15	5:11		8hrs
28-TUE	7:53	12:01	12:07	5:25		8hrs
29-WED						Holiday
30-THU	6:57	12:11	12:32	5:00		8hrs
31-FRI	7:52	12:24	12:29	5:03		8hrs

I CERTIFY on my honor that the above is true and correct report of the hours of work performed record of which was made daily at the time of arrival at and departure from office.

  
JEROME O. ARRIBADO

VERIFIED as to prescribed office hours

No active Head. Please contact department clerk to assign head

DAILY TIME RECORD  
ARRIBADO, JEROME O.  
(NAME)

For the month of  
January 1 - 31, 2025  
Official hours for arrival and departure  
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED						Holiday
2-THU	7:57	12:00	12:02	5:03		8hrs
3-FRI	7:58	12:26	12:32	5:02		8hrs
4-SAT						Off
5-SUN						Off
6-MON	7:46	12:14	12:39	6:07		8hrs
7-TUE	7:45	12:12	12:19	5:00		8hrs
8-WED	7:53	12:08	12:31	5:08		8hrs
9-THU	7:57	12:03	12:11	5:04		8hrs
10-FRI	7:59	12:03	12:15	5:19		8hrs
11-SAT						Off
12-SUN						Off
13-MON	7:52	12:19	12:41	5:21		8hrs
14-TUE	7:56	12:00	12:21	5:14		8hrs
15-WED	7:13	12:47	12:57	5:53		8hrs
16-THU	7:51	12:06	12:30	5:32		8hrs
17-FRI	7:55	12:45	12:48	5:25		8hrs
18-SAT						Off
19-SUN						Off
20-MON	8:09	12:04	12:11	5:07	9mins	7hrs 51mins
21-TUE	7:54	12:19	12:27	5:32		8hrs
22-WED	7:08	12:45	12:49	5:26		8hrs
23-THU	8:01	12:06	12:29	5:10	1min	7hrs 59mins
24-FRI	8:02	12:08	12:23	5:28	2mins	7hrs 58mins
25-SAT						Off
26-SUN						Off
27-MON	6:48	12:02	12:15	5:11		8hrs
28-TUE	7:53	12:01	12:07	5:25		8hrs
29-WED						Holiday
30-THU	6:57	12:11	12:32	5:00		8hrs
31-FRI	7:52	12:24	12:29	5:03		8hrs

I CERTIFY on my honor that the above is true and correct report of the hours of work performed record of which was made daily at the time of arrival at and departure from office.

  
JEROME O. ARRIBADO

VERIFIED as to prescribed office hours

No active Head. Please contact department clerk to assign head