

# **DAILY TIME RECORD** **GONZAGA, ERNESTO A. JR.** (NAME)

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-TUE	7:54	12:13	12:39	5:03		8hrs
2-WED	7:35	12:08	12:30	5:12		8hrs
3-THU	7:46	12:08	12:22	5:07		8hrs
4-FRI	7:46	12:07	12:26	5:04		8hrs
5-SAT						Off
6-SUN						Off
7-MON	7:56	12:16	12:25	5:04		8hrs
8-TUE						SL
9-WED	7:51	12:17	12:19	5:05		8hrs
10-THU	7:56	12:02	12:19	5:11		8hrs
11-FRI	7:53	12:02	12:24	5:04		8hrs
12-SAT						Off
13-SUN						Off
14-MON	8:06	12:06	12:35	5:04	6mins	7hrs 54mins
15-TUE	8:08	12:11	12:17	5:06	8mins	7hrs 52mins
16-WED	7:46	12:04	12:22	5:07		8hrs
17-THU						SL
18-FRI	8:04	12:47	12:51	5:09	4mins	7hrs 56mins
19-SAT						Off
20-SUN						Off
21-MON	7:58	12:00	12:21	5:02		8hrs
22-TUE	7:41	12:22	12:35	5:09		8hrs
23-WED	8:00	12:02	12:45	5:05		8hrs
24-THU	7:43	12:02	12:20	5:06		8hrs
25-FRI	7:49	12:10	12:22	5:07		8hrs
26-SAT						Off
27-SUN						Off
28-MON	7:59	12:12	12:22	5:06		8hrs
29-TUE	8:02	12:19	12:23	5:09	2mins	7hrs 58mins
30-WED	8:04	12:19	12:43	5:04	4mins	7hrs 56mins
31-THU	8:08	12:04	12:24	5:05	8mins	7hrs 52mins

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.

**ERNESTO A. GONZAGA JR.**

VERIFIED as to prescribed office hours

**LILIAN B. NUÑEZ**

Department Head  
Institute for Strategic Research and Development Studies

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