

# DAILY TIME RECORD

Name: MICHAEL P. CALUNGSOD  
 For the month of February 2025  
 Official hour for (Regular days) 8:00-12:00 1:30-5:00  
 Arrival: \_\_\_\_\_ Departure (Saturdays) as regular

Day	A.M.		P.M.		Undertime	
	Arr	Dep	Arr	Dep	Hrs	Mins
1	SATURDAY					
2	SUNDAY					
3	-	-	-	-		
4	7:15	12:05	12:50	5:32		
5	8:00	12:07	12:55	5:20		
6	7:00	12:03	12:53	5:35		
7	8:00	12:09	12:52	5:00		
8	SATURDAY					
9	SUNDAY					
10	Class Suspension					
11	8:00	12:07	12:51	5:40		
12	Special Travel					
13	6:57	12:01	12:55	5:37		
14	6:59	12:03	12:50	5:41		
15	SATURDAY					
16	SUNDAY					
17	6:55	12:11	12:55	5:39		
18	8:00	12:10	12:43	5:32		
19	8:00	12:03	12:57	6:03		
20	6:58	12:21	12:52	5:31		
21	7:55	12:02	12:59	6:05		
22	SATURDAY					
23	SUNDAY					
24	6:55	12:06	12:51	5:35		
25	8:00	12:03	12:57	5:32		
26	7:59	12:03	12:55	6:09		
27	6:59	12:09	12:53	6:09		
28	7:58	12:02	12:49	6:20		
29						
30						
31						
TOTAL:						

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

MICHAEL P. CALUNGSOD

VERIFIED as to the prescribed office hours

f. LEMUEL S. PRECIADOS

In-Charge