

# DAILY TIME RECORD

## ARRIBADO, JEROME O.

(NAME)

For the month of  
February 1 - 29, 2024  
Official hours for arrival and departure  
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-THU	8:00	12:01	12:07	5:05		8hrs
2-FRI	8:00	12:02	12:06	5:04		8hrs
3-SAT						Off
4-SUN						Off
5-MON	7:23	12:03	12:06	6:10		8hrs
6-TUE	7:47	12:01	12:04	5:01		8hrs
7-WED	8:03	12:30	12:46	5:26	3mins	7hrs 57mins
8-THU	8:02	12:03	12:11	5:03	2mins	7hrs 58mins
9-FRI						Holiday
10-SAT						Off
11-SUN						Off
12-MON	8:00	12:01	12:06	5:12		8hrs
13-TUE	7:43	12:04	12:08	5:15		8hrs
14-WED	8:00	12:11	12:29	5:07		8hrs
15-THU	8:02	12:01	12:13	5:14	2mins	7hrs 58mins
16-FRI	7:41	12:00	12:07	5:02		8hrs
17-SAT						Off
18-SUN						Off
19-MON	7:52	12:01	12:55	5:14		8hrs
20-TUE	7:42	12:43	12:50	5:05		8hrs
21-WED	7:50	12:00	1:00	6:54		8hrs
22-THU	7:53	12:58	12:59	5:05		8hrs
23-FRI	8:01	12:03	12:09	5:14	1min	7hrs 59mins
24-SAT						Off
25-SUN						Off
26-MON	8:03	12:51	12:55	5:09	3mins	7hrs 57mins
27-TUE	7:57	12:07	12:16	5:09		8hrs
28-WED	7:55	12:44	12:54	7:00		8hrs
29-THU	7:59	12:04	12:14	5:17		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

**DENNIS P. PEQUE**

Department Head  
Office of the Vice President for Research, Extension and Innovation