

DAILY TIME RECORD
JADINA, ELIA MAURY C.
(NAME)

For the month of
February 1 - 28, 2025
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SAT						Off
2-SUN						Off
3-MON	8:08	12:23	12:31	5:04	8mins	7hrs 52mins
4-TUE	7:30	12:43	12:55	6:49		8hrs
5-WED	7:16	12:13	12:50	5:59		8hrs
6-THU	7:33	12:07	12:40	6:04		8hrs
7-FRI	7:57	12:32	12:54	5:22		8hrs
8-SAT						Off
9-SUN						Off
10-MON						SUSPENDED 8:00 am 11:59 pm
11-TUE	7:36	12:41	12:56	7:26		8hrs
12-WED						CONSULTATIVE MEETING WITH VSU PRESIDENT
13-THU	7:53	12:02	12:32	6:17		8hrs
14-FRI	8:00	12:00	12:41	5:25		8hrs
15-SAT						Off
16-SUN						Off
17-MON	7:59	12:02	12:36	5:44		8hrs
18-TUE	7:56	12:30	12:48	8:00		8hrs
19-WED	7:50	12:10	12:43	6:00		8hrs
20-THU	7:56	12:12	12:38	8:00		8hrs
21-FRI	8:00	12:15	12:45	5:07		8hrs
22-SAT						Off
23-SUN						Off
24-MON	7:11	12:08	12:43	5:42		8hrs
25-TUE	8:06	12:24	1:08	5:08	14mins	7hrs 46mins
26-WED	7:20	12:14	12:23	7:11		8hrs
27-THU	8:01	12:13	12:44	8:24	1min	7hrs 59mins
28-FRI	7:51	12:11	1:00	5:11		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.


ELIA MAURY C. JADINA

VERIFIED as to prescribed office hours

LILIAN B. NUÑEZ

Department Head
Institute for Strategic Research and Development Studies

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