

DAILY TIME RECORD  
BULAWAN, JONALYN A.  
(NAME)

For the month of  
October 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  |      |       |       | 6:30 | 8hrs  |             |
| 2-THU  | 7:57 | 12:06 | 12:10 | 5:14 |       | 8hrs        |
| 3-FRI  | 7:51 | 12:09 | 12:47 | 5:12 |       | 8hrs        |
| 4-SAT  |      |       |       |      |       | Off         |
| 5-SUN  |      |       |       |      |       | Off         |
| 6-MON  | 7:47 | 12:06 | 12:49 | 5:54 |       | 8hrs        |
| 7-TUE  | 7:53 | 12:11 | 12:48 | 5:55 |       | 8hrs        |
| 8-WED  | 7:51 | 12:04 | 12:33 | 5:38 |       | 8hrs        |
| 9-THU  | 7:57 | 12:09 | 12:44 | 5:19 |       | 8hrs        |
| 10-FRI | 7:49 | 12:12 | 12:15 | 5:17 |       | 8hrs        |
| 11-SAT |      |       |       |      |       | Off         |
| 12-SUN |      |       |       |      |       | Off         |
| 13-MON | 7:57 | 12:13 | 12:47 | 5:17 |       | 8hrs        |
| 14-TUE | 8:05 | 12:09 | 12:36 | 5:17 | 5mins | 7hrs 55mins |
| 15-WED | 8:02 | 12:15 | 12:17 | 5:16 | 2mins | 7hrs 58mins |
| 16-THU | 7:58 | 12:10 | 12:55 | 5:52 |       | 8hrs        |
| 17-FRI | 8:01 | 12:09 | 12:11 | 5:11 | 1min  | 7hrs 59mins |
| 18-SAT |      |       |       |      |       | Off         |
| 19-SUN |      |       |       |      |       | Off         |
| 20-MON |      |       |       |      |       | Holiday     |
| 21-TUE | 8:00 | 12:11 | 12:51 | 5:14 |       | 8hrs        |
| 22-WED | 7:56 | 12:10 | 12:44 | 5:10 |       | 8hrs        |
| 23-THU | 7:48 | 12:06 | 12:37 | 5:07 |       | 8hrs        |
| 24-FRI | 7:52 | 12:09 | 12:50 | 5:14 |       | 8hrs        |
| 25-SAT |      |       |       |      |       | Off         |
| 26-SUN |      |       |       |      |       | Off         |
| 27-MON | 6:54 | 12:04 | 12:50 | 5:15 |       | 8hrs        |
| 28-TUE | 7:56 | 12:27 | 12:51 | 5:05 |       | 8hrs        |
| 29-WED | 7:52 | 12:03 | 12:53 | 5:44 |       | 8hrs        |
| 30-THU | 7:51 | 12:14 | 12:52 | 5:13 |       | 8hrs        |
| 31-FRI |      |       |       |      |       | Holiday     |

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.

JONALYN A. BULAWAN

VERIFIED as to prescribed office hours

CHARLINDO S. TORRION

Department Head  
Department of Meteorology

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(NAME)

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