

DAILY TIME RECORD
CASTIL, JHONAVEL R.
(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	7:29	12:44	12:45	5:02		8hrs
2-WED	7:52	12:53	12:54	5:01		8hrs
3-THU	7:40	12:41	12:42	5:01		8hrs
4-FRI	8:13	12:52	12:53	5:03	13mins	7hrs 47mins
5-SAT						Off
6-SUN						Off
7-MON	8:04	12:13	12:14	5:06	4mins	7hrs 56mins
8-TUE	8:22	12:03	12:04	5:17	22mins	7hrs 38mins
9-WED						OB
10-THU						OB
11-FRI						OB
12-SAT						Off
13-SUN						Off
14-MON	7:58	12:48	12:49	7:26		8hrs
15-TUE	7:58	12:31	12:32	7:00		8hrs
16-WED	7:43	12:18	12:19	5:03		8hrs
17-THU	9:03	12:04	12:05	4:05	1hr 58mins	6hrs 2mins
18-FRI	7:29	12:43	12:44	8:46		8hrs
19-SAT			1:45	6:27		4hrs 42mins
20-SUN						Off
21-MON	7:26	12:02	12:04	5:01		8hrs
22-TUE	7:54	12:01	12:03	6:30		8hrs
23-WED	7:00	12:10	12:12	5:00		8hrs
24-THU						SOL
25-FRI	8:11	12:07	12:08	5:07	11mins	7hrs 49mins
26-SAT						Off
27-SUN						Off
28-MON	7:45	12:02	12:03	7:01		8hrs
29-TUE	7:41	12:02	12:04	5:59		8hrs
30-WED	7:44	12:00	12:03	6:33		8hrs
31-THU	7:40	12:01	12:02	6:03		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.

JHONAVEL R. CASTIL

VERIFIED as to prescribed office hours

NICK FREDDY R. BELLO

Department Head
Accounting Office

DAILY TIME RECORD
CASTIL, JHONAVEL R.
(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	7:29	12:44	12:45	5:02		8hrs
2-WED	7:52	12:53	12:54	5:01		8hrs
3-THU	7:40	12:41	12:42	5:01		8hrs
4-FRI	8:13	12:52	12:53	5:03	13mins	7hrs 47mins
5-SAT						Off
6-SUN						Off
7-MON	8:04	12:13	12:14	5:06	4mins	7hrs 56mins
8-TUE	8:22	12:03	12:04	5:17	22mins	7hrs 38mins
9-WED						OB
10-THU						OB
11-FRI						OB
12-SAT						Off
13-SUN						Off
14-MON	7:58	12:48	12:49	7:26		8hrs
15-TUE	7:58	12:31	12:32	7:00		8hrs
16-WED	7:43	12:18	12:19	5:03		8hrs
17-THU	9:03	12:04	12:05	4:05	1hr 58mins	6hrs 2mins
18-FRI	7:29	12:43	12:44	8:46		8hrs
19-SAT			1:45	6:27		4hrs 42mins
20-SUN						Off
21-MON	7:26	12:02	12:04	5:01		8hrs
22-TUE	7:54	12:01	12:03	6:30		8hrs
23-WED	7:00	12:10	12:12	5:00		8hrs
24-THU						SOL
25-FRI	8:11	12:07	12:08	5:07	11mins	7hrs 49mins
26-SAT						Off
27-SUN						Off
28-MON	7:45	12:02	12:03	7:01		8hrs
29-TUE	7:41	12:02	12:04	5:59		8hrs
30-WED	7:44	12:00	12:03	6:33		8hrs
31-THU	7:40	12:01	12:02	6:03		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.

JHONAVEL R. CASTIL

VERIFIED as to prescribed office hours

NICK FREDDY R. BELLO

Department Head
Accounting Office