

DAILY TIME RECORD

YU, ELWIN JAY V.

(NAME)

For the month of
April 1 - 30, 2025
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-TUE						Holiday
2-WED	7:42	12:25	12:26	5:07		8hrs
3-THU	7:57	12:01	12:03	5:06		8hrs
4-FRI	7:58	12:00	12:01	5:04		8hrs
5-SAT						Off
6-SUN						Off
7-MON	7:51	12:10	12:15	5:04		8hrs
8-TUE	7:45	12:06	12:10	5:28		8hrs
9-WED						Holiday
10-THU	7:39	12:00	12:10	5:22		8hrs
11-FRI						OB
12-SAT						Off
13-SUN						Off
14-MON						CDO
15-TUE	7:40	12:01	12:03	5:43		8hrs
16-WED	7:49	12:43				4hrs SUSPENDED 12:00 pm 11:59 pm
17-THU						Holiday
18-FRI						Holiday
19-SAT						Off
20-SUN						Off
21-MON						CDO
22-TUE						EDL
23-WED						EDL
24-THU						EDL
25-FRI						EDL
26-SAT						Off
27-SUN						Off
28-MON						EDL
29-TUE						101ST VSU ANNIVERSARY
30-WED						101ST VSU ANNIVERSARY

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.

ELWIN JAY V. YU

VERIFIED as to prescribed office hours

MOISES NEIL V. SERIÑO

Department Head
Office of the Vice President for Administration & Finance

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