

DAILY TIME RECORD

YU, ELWIN JAY V.

(NAME)

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON	7:58	12:00	12:02	5:19		8hrs
2-TUE	7:47	12:06	12:07	5:12		8hrs
3-WED						CDO
4-THU	7:52	12:04	12:08	5:48		8hrs
5-FRI						OB
6-SAT						Off
7-SUN						Off
8-MON	7:48	12:17	12:25	5:31		8hrs
9-TUE	7:31	12:14	12:19	5:07		8hrs
10-WED	7:52	12:00	12:01	5:10		8hrs
11-THU	7:51	12:05	12:06	5:06		8hrs
12-FRI						OB
13-SAT						OB
14-SUN						Off
15-MON	7:59	12:02	12:04	5:01		8hrs
16-TUE	7:36	12:00	12:02	5:01		8hrs
17-WED	7:41	12:02	12:03	5:30		8hrs
18-THU	7:51	12:01	12:03	6:07		8hrs
19-FRI	7:52	12:23	12:30	5:40		8hrs
20-SAT						Off
21-SUN						Off
22-MON	7:46	12:07	12:14	11:59		8hrs SUSPENDED 12:01 pm 11:59 pm
23-TUE	7:53	12:04	12:08	5:41		8hrs
24-WED	7:55	12:03	12:04	5:30		8hrs
25-THU						SUSPENDED 12:01 pm 11:59 pm
26-FRI						SUSPENDED 12:01 am 11:59 pm
27-SAT						Off
28-SUN						Off
29-MON	7:51	12:00	12:02	5:12		8hrs
30-TUE	7:54	12:10	12:30	5:05		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.

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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