

**DAILY TIME RECORD**  
**GABUNADA, MARIA VANESSA E.**  
(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  | 7:58 | 12:02 | 12:05 | 5:02 |      | 8hrs   |
| 2-THU  | 7:57 | 12:03 | 12:07 | 5:24 |      | 8hrs   |
| 3-FRI  | 8:01 | 12:16 | 12:17 | 5:04 | 1min | 7hrs 59mins  |
| 4-SAT  |      |       |       |      |      | Off  |
| 5-SUN  |      |       |       |      |      | Off  |
| 6-MON  |      |       |       |      |      | OB   |
| 7-TUE  | 7:52 | 12:00 | 1:00  | 5:00 |      | 8hrs   |
| 8-WED  | 7:56 | 12:51 | 12:52 | 5:01 |      | 8hrs   |
| 9-THU  | 7:59 | 12:37 | 12:42 | 5:07 |      | 8hrs   |
| 10-FRI |      |       |       |      |      | SL   |
| 11-SAT |      |       |       |      |      | Off  |
| 12-SUN |      |       |       |      |      | Off  |
| 13-MON | 8:00 | 12:07 | 12:08 | 5:16 |      | 9hrs 15mins  |
| 14-TUE | 6:45 | 12:04 | 12:09 | 5:03 |      | 10hrs 13mins   |
| 15-WED |      |       |       |      |      | OB   |
| 16-THU | 7:37 | 12:06 | 12:07 | 5:05 |      | 9hrs 27mins  |
| 17-FRI | 7:54 | 12:02 | 12:02 | 5:04 |      | 9hrs 10mins  |
| 18-SAT |      |       |       |      |      | Off  |
| 19-SUN |      |       |       |      |      | Off  |
| 20-MON |      |       |       |      |      | Holiday  |
| 21-TUE | 7:53 | 12:01 | 12:03 | 5:02 |      | 8hrs   |
| 22-WED | 7:59 | 12:02 | 12:03 | 5:04 |      | 8hrs   |
| 23-THU |      |       |       |      |      | WORKSHOP ON<br>CONCEPTUALIZING<br>RESEARCH PROGRAM<br>PROPOSAL FY 2027 |
| 24-FRI | 7:48 | 12:00 | 12:02 | 5:03 |      | 8hrs   |
| 25-SAT |      |       |       |      |      | Off  |
| 26-SUN |      |       |       |      |      | Off  |
| 27-MON | 7:58 | 12:02 | 12:02 | 5:03 |      | 8hrs   |
| 28-TUE | 7:54 | 12:21 | 12:22 | 5:04 |      | 8hrs   |
| 29-WED | 7:55 | 12:16 | 12:17 | 5:02 |      | 8hrs   |
| 30-THU | 7:54 | 12:09 | 12:10 | 5:02 |      | 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.

**MARIA VANESSA E. GABUNADA**

VERIFIED as to prescribed office hours

**ROTACIO S. GRAVOSO**  
Vice President  
Office of the Vice President for Academic Affairs

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(NAME)

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