

DAILY TIME RECORD

ROLA, CHERRY N.

(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	8:00	12:05	12:10	5:15		8hrs
2-THU	8:04	1:02	1:11	5:19	4mins	7hrs 56mins
3-FRI	8:00	1:01	1:11	5:04		8hrs
4-SAT						Off
5-SUN						Off
6-MON	7:47	1:01	1:05	6:48		8hrs
7-TUE	7:53	12:00	12:05	5:51		8hrs
8-WED	7:44	12:05	12:53	5:19		8hrs
9-THU	8:09	1:10	1:30	5:11	9mins	7hrs 51mins
10-FRI	7:54	1:05	1:10	5:00		8hrs
11-SAT						Off
12-SUN						Off
13-MON	6:58	1:05	1:11	5:34		10hrs 30mins
14-TUE	8:10	12:04	12:49	9:36		12hrs 41mins
15-WED						OB
16-THU	7:59	1:15	1:20	5:06		9hrs 2mins
17-FRI	8:12	1:20	1:22	5:04		8hrs 50mins
18-SAT						Off
19-SUN						Off
20-MON						Holiday
21-TUE	8:00	12:10	12:15	5:20		8hrs
22-WED	8:31	12:05	12:10	5:00	31mins	7hrs 29mins
23-THU						CDO
24-FRI						CDO
25-SAT						Off
26-SUN						Off
27-MON						SL
28-TUE	7:58	12:05	1:00	5:05		8hrs
29-WED	8:00	12:23	12:50	5:03		8hrs
30-THU	7:56	1:01	1:31	5:00		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.

CHERRY N. ROLA

VERIFIED as to prescribed office hours

MARIA VANESSA E. GABUNADA

Department Head
Faculty of Humanities and Social Sciences

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