

DAILY TIME RECORD

ROLA, JUDE B.

(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	7:37	12:25	12:26	5:00		8hrs
2-THU	8:04	12:02	12:03	5:30	4mins	7hrs 56mins
3-FRI	8:00	12:09	12:11	8:05		8hrs
4-SAT						Off
5-SUN						Off
6-MON	7:46	12:00	12:01	6:01		8hrs
7-TUE	7:52	12:37	12:40	5:07		8hrs
8-WED	7:44	12:12	12:13	5:19		8hrs
9-THU	8:08	12:02	12:03	5:38	8mins	7hrs 52mins
10-FRI	7:53	12:04	12:05	5:10		8hrs
11-SAT						Off
12-SUN						Off
13-MON	7:55	12:16	12:17	5:33		9hrs 37mins
14-TUE	8:10	12:03	12:04	9:35		13hrs 24mins
15-WED						CDO
16-THU						CDO
17-FRI						CDO
18-SAT						Off
19-SUN						Off
20-MON						Holiday
21-TUE	7:55	12:19	12:20	5:24		8hrs
22-WED	7:58	12:28	12:29	5:00		8hrs
23-THU						SL
24-FRI	8:06	12:02	12:03	5:01	6mins	7hrs 54mins
25-SAT						Off
26-SUN						Off
27-MON	8:12	12:07	12:08	5:47	12mins	7hrs 48mins
28-TUE	7:33	12:01	12:02	7:37		8hrs
29-WED	7:55	12:09	12:10	5:01		8hrs
30-THU	7:58	12:01	12:02	5:40		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.

JUDE B. ROLA

VERIFIED as to prescribed office hours

MAGDALENE C. UNAJan

Department Head
Department of Computer Science and Technology

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