

DAILY TIME RECORD  
POSAS, HENRY P.  
(NAME)

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SUN						Off
2-MON						Off
3-TUE						Off
4-WED			3:23	11:59		8hrs
5-THU			3:26	11:59		8hrs
6-FRI			3:24	11:59		8hrs
7-SAT			3:22	11:59		8hrs
8-SUN			3:36	11:59		8hrs
9-MON	7:22	12:00	12:01	4:02		8hrs
10-TUE	7:22	12:00	12:01	4:02		8hrs
11-WED	7:26	12:00	12:01	4:03		8hrs
12-THU	7:24	12:00	12:01	4:09		8hrs
13-FRI	7:22	12:00	12:01	4:22		8hrs
14-SAT						Off
15-SUN						Off
16-MON						Off
17-TUE						Off
18-WED	12:00	8:03				8hrs
19-THU	12:00	8:02				8hrs
20-FRI	12:00	8:09				8hrs
21-SAT	12:00	8:15				8hrs
22-SUN	12:00	8:02				8hrs
23-MON						Off
24-TUE						Off
25-WED						Off
26-THU						Off
27-FRI						SLP
28-SAT			3:23	11:59		8hrs
29-SUN			3:29	11:59		8hrs
30-MON			3:22	11:59		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.

HENRY P. POSAS

VERIFIED as to prescribed office hours

GERALD M. RIVERA  
Department Head  
Security and Safety Services

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