

DAILY TIME RECORD
CALIPAYAN, RUEL B.
(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			12:05	11:59		7hrs 59mins
3-TUE			12:37	11:59		7hrs 59mins
4-WED			1:24	11:59		7hrs 59mins
5-THU			1:34	11:59		7hrs 59mins
6-FRI						Holiday
7-SAT						Off
8-SUN						Off
9-MON	12:00	8:00				8hrs
10-TUE	12:00	8:07				8hrs
11-WED	12:00	8:05				8hrs
12-THU	12:00	8:13				8hrs
13-FRI	12:00	8:17				8hrs
14-SAT		12:01		5:09		
15-SUN						Off
16-MON	6:40	12:12	12:13	5:02		8hrs
17-TUE	6:07	12:00	1:00	5:13		8hrs
18-WED						OB
19-THU						OB
20-FRI						OB
21-SAT						Off
22-SUN						Off
23-MON						OB
24-TUE	6:39	12:00	12:02	5:01		8hrs
25-WED						OB
26-THU	6:49	12:01	12:02	5:05		8hrs
27-FRI	7:02	12:07	12:08	5:03		8hrs
28-SAT						Off
29-SUN						Off
30-MON	7:08	12:02	12:04	5:04		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.

RUEL B. CALIPAYAN

VERIFIED as to prescribed office hours

DODONG NEIL L. BARRIENTOS
Department Head
Motor Pool Services Unit

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