

DAILY TIME RECORD
CAYUBIT, NIEL T. JR.

(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 | 7:30 | 12:00 | 1:00 | 5:31 | | 8hrs |
| 2-THU | 7:12 | 12:10 | 12:53 | 5:55 | | 8hrs |
| 3-FRI | 7:30 | 12:04 | 12:46 | 5:28 | | 8hrs |
| 4-SAT | | | | | | Off |
| 5-SUN | | | | | | Off |
| 6-MON | 7:30 | 12:13 | 12:49 | 5:59 | | 8hrs |
| 7-TUE | 7:16 | 12:34 | 12:42 | 5:35 | | 8hrs |
| 8-WED | 7:31 | 12:18 | 12:42 | 5:56 | | 8hrs |
| 9-THU | 7:30 | 12:37 | 12:44 | 5:37 | | 8hrs |
| 10-FRI | 6:58 | 12:03 | 12:45 | 5:00 | | 8hrs SUSPENDED 12:00 pm 11:59 pm |
| 11-SAT | | | | | | Off |
| 12-SUN | | | | | | Off |
| 13-MON | 7:08 | 12:01 | 12:56 | 5:32 | | 9hrs 29mins |
| 14-TUE | 7:10 | 12:11 | 12:37 | 5:30 | | 9hrs 54mins |
| 15-WED | 7:51 | 12:13 | 12:36 | 5:40 | | 9hrs 26mins |
| 16-THU | 7:09 | 12:21 | 12:40 | 5:30 | | 10hrs 2mins |
| 17-FRI | 7:11 | 12:18 | 12:40 | 5:01 | | 9hrs 28mins |
| 18-SAT | | | | | | Off |
| 19-SUN | | | | | | Off |
| 20-MON | | | | | | Holiday |
| 21-TUE | 7:04 | 12:16 | 12:44 | 5:36 | | 8hrs |
| 22-WED | 7:23 | 12:16 | 12:41 | 5:37 | | 8hrs |
| 23-THU | 7:09 | 12:16 | 12:42 | 5:31 | | 8hrs |
| 24-FRI | 7:21 | 12:05 | 12:31 | 5:21 | | 8hrs |
| 25-SAT | | | | | | Off |
| 26-SUN | | | | | | Off |
| 27-MON | 7:28 | 12:05 | 12:38 | 5:30 | | 8hrs |
| 28-TUE | 7:22 | 12:15 | 12:41 | 5:40 | | 8hrs |
| 29-WED | 8:00 | 12:08 | 12:48 | 5:34 | | 8hrs |
| 30-THU | 7:14 | 12:10 | 12:53 | 5:33 | | 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.

NIEL T. CAYUBIT JR.

VERIFIED as to prescribed office hours

ROSARIO P. ABELA

Department Head
Department of Secondary Education

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(NAME)

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