

DAILY TIME RECORD
PAQUIBULAN, PAULA NADREA M.
(NAME)

For the month of
May 1 - 31, 2025
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-THU						Holiday
2-FRI						SL
3-SAT						Off
4-SUN						Off
5-MON	8:38	12:01	12:03	5:12	38mins	7hrs 22mins
6-TUE	8:28	1:06	1:08	5:33		8hrs
7-WED	8:39	12:10	12:12	5:14	39mins	7hrs 21mins
8-THU	9:11	12:02	12:04	5:07	1hr 11mins	6hrs 49mins
9-FRI	8:29	1:42	1:43	5:31		8hrs
10-SAT						Off
11-SUN						Off
12-MON						Holiday
13-TUE						CDO
14-WED						CDO
15-THU						CDO
16-FRI						CDO
17-SAT						Off
18-SUN						Off
19-MON	8:00	12:29	12:31	5:10		9hrs 8mins
20-TUE	8:32	12:05	12:08	5:08		8hrs 33mins
21-WED	8:30	12:01	12:11	5:06		8hrs 26mins
22-THU	8:49	12:35	12:37	5:14		8hrs 23mins
23-FRI	8:30	12:57	12:58	5:09		8hrs 38mins
24-SAT						Off
25-SUN						Off
26-MON	8:49	12:04	12:07	5:11	49mins	7hrs 11mins
27-TUE						VL
28-WED	8:00	12:00	12:01	6:30		8hrs
29-THU	8:32	12:07	12:15	5:09	32mins	7hrs 28mins
30-FRI	9:34	12:02	12:05	5:12	1hr 34mins	6hrs 26mins
31-SAT						Off

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.

PAULA NADREA M. PAQUIBULAN

VERIFIED as to prescribed office hours

CHERRY N. ROLA
Department Head
Department of Arts, Languages, and Literature

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