

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

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-TUE						CDO
2-WED	8:47	12:12	12:15	5:09	47mins	7hrs 13mins
3-THU	8:30	12:07	12:08	5:30	30mins	7hrs 30mins
4-FRI	8:50	12:04	12:07	5:06	50mins	7hrs 10mins
5-SAT						Off
6-SUN						Off
7-MON	8:40	12:00	12:01	5:01	40mins	7hrs 20mins
8-TUE	8:35	12:56	12:58	5:03	35mins	7hrs 25mins
9-WED						SL
10-THU	9:00	12:20	12:23	5:03	1hr	7hrs
11-FRI	9:16	12:23	12:29	5:03	1hr 16mins	6hrs 44mins
12-SAT						Off
13-SUN						Off
14-MON	9:32	12:00	12:02	5:00	1hr 32mins	6hrs 28mins
15-TUE	9:12	12:22	12:28	5:01	1hr 12mins	6hrs 48mins
16-WED	9:19	12:12	12:20	5:04	1hr 19mins	6hrs 41mins
17-THU						SL
18-FRI	9:18	12:11	12:15	5:02	1hr 18mins	6hrs 42mins
19-SAT						Off
20-SUN						Off
21-MON	9:48	12:12	12:13	5:04	1hr 48mins	6hrs 12mins
22-TUE	9:08	12:02	12:03	5:30	1hr 8mins	6hrs 52mins
23-WED						SL
24-THU	8:00	12:00	12:10	6:45		8hrs
25-FRI	8:00	12:05	12:15	5:00		8hrs
26-SAT						Off
27-SUN						Off
28-MON	9:16	12:30	12:32	5:09	1hr 16mins	6hrs 44mins
29-TUE						SL
30-WED	9:28	12:00	12:23	5:06	1hr 28mins	6hrs 32mins
31-THU	8:10	12:17	12:21	5:12	10mins	7hrs 50mins

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

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

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-TUE						CDO
2-WED	8:47	12:12	12:15	5:09	47mins	7hrs 13mins
3-THU	8:30	12:07	12:08	5:30	30mins	7hrs 30mins
4-FRI	8:50	12:04	12:07	5:06	50mins	7hrs 10mins
5-SAT						Off
6-SUN						Off
7-MON	8:40	12:00	12:01	5:01	40mins	7hrs 20mins
8-TUE	8:35	12:56	12:58	5:03	35mins	7hrs 25mins
9-WED						SL
10-THU	9:00	12:20	12:23	5:03	1hr	7hrs
11-FRI	9:16	12:23	12:29	5:03	1hr 16mins	6hrs 44mins
12-SAT						Off
13-SUN						Off
14-MON	9:32	12:00	12:02	5:00	1hr 32mins	6hrs 28mins
15-TUE	9:12	12:22	12:28	5:01	1hr 12mins	6hrs 48mins
16-WED	9:19	12:12	12:20	5:04	1hr 19mins	6hrs 41mins
17-THU						SL
18-FRI	9:18	12:11	12:15	5:02	1hr 18mins	6hrs 42mins
19-SAT						Off
20-SUN						Off
21-MON	9:48	12:12	12:13	5:04	1hr 48mins	6hrs 12mins
22-TUE	9:08	12:02	12:03	5:30	1hr 8mins	6hrs 52mins
23-WED						SL
24-THU	8:00	12:00	12:10	6:45		8hrs
25-FRI	8:00	12:05	12:15	5:00		8hrs
26-SAT						Off
27-SUN						Off
28-MON	9:16	12:30	12:32	5:09	1hr 16mins	6hrs 44mins
29-TUE						SL
30-WED	9:28	12:00	12:23	5:06	1hr 28mins	6hrs 32mins
31-THU	8:10	12:17	12:21	5:12	10mins	7hrs 50mins

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