

DAILY TIME RECORD
BUSTILLO, NORIETA B.
(NAME)

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON	8:11	12:15	12:18	5:53	11mins	7hrs 49mins
2-TUE	8:02	12:37	12:38	5:38	2mins	7hrs 58mins
3-WED						SL
4-THU	8:02	12:46	12:47	5:45	2mins	7hrs 58mins
5-FRI	8:02	12:44	12:44	5:22	2mins	7hrs 58mins
6-SAT						Off
7-SUN						Off
8-MON	8:11	12:21	12:22	5:33	11mins	7hrs 49mins
9-TUE	7:57	12:08	12:09	5:16		8hrs
10-WED	7:49	12:08	12:09	5:35		8hrs
11-THU	7:54	12:28	12:29	5:49		8hrs
12-FRI			12:46	5:24	4hrs	4hrs
13-SAT	10:31	12:24	12:26	5:23		6hrs 50mins
14-SUN						Off
15-MON	8:05	12:39	12:40	5:59	5mins	7hrs 55mins
16-TUE	7:56	12:15	12:16	5:51		8hrs
17-WED	7:56	12:15	12:16	5:16		8hrs
18-THU	7:58	12:20	12:22	5:47		8hrs
19-FRI	8:13	12:32	12:34	6:21	13mins	7hrs 47mins
20-SAT						Off
21-SUN						Off
22-MON	8:04	12:23	12:25	3:34		6hrs 30mins SUSPENDED 12:01 pm 11:59 pm
23-TUE	8:28	12:36	12:37	6:05	28mins	7hrs 32mins
24-WED			12:55	5:50	4hrs	4hrs
25-THU	8:17	12:29	12:30			3hrs 43mins SUSPENDED 12:01 pm 11:59 pm
26-FRI						SUSPENDED 12:01 am 11:59 pm
27-SAT	9:42	12:23				2hrs 41mins
28-SUN						Off
29-MON	8:11	12:22	12:22	6:06	11mins	7hrs 49mins
30-TUE	8:19	12:49	12:50	6:09	19mins	7hrs 41mins

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.

NORIETA B. BUSTILLO

VERIFIED as to prescribed office hours

NICK FREDDY R. BELLO

Department Head
Accounting Office

DAILY TIME RECORD
BUSTILLO, NORIETA B.
(NAME)

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON	8:11	12:15	12:18	5:53	11mins	7hrs 49mins
2-TUE	8:02	12:37	12:38	5:38	2mins	7hrs 58mins
3-WED						SL
4-THU	8:02	12:46	12:47	5:45	2mins	7hrs 58mins
5-FRI	8:02	12:44	12:44	5:22	2mins	7hrs 58mins
6-SAT						Off
7-SUN						Off
8-MON	8:11	12:21	12:22	5:33	11mins	7hrs 49mins
9-TUE	7:57	12:08	12:09	5:16		8hrs
10-WED	7:49	12:08	12:09	5:35		8hrs
11-THU	7:54	12:28	12:29	5:49		8hrs
12-FRI			12:46	5:24	4hrs	4hrs
13-SAT	10:31	12:24	12:26	5:23		6hrs 50mins
14-SUN						Off
15-MON	8:05	12:39	12:40	5:59	5mins	7hrs 55mins
16-TUE	7:56	12:15	12:16	5:51		8hrs
17-WED	7:56	12:15	12:16	5:16		8hrs
18-THU	7:58	12:20	12:22	5:47		8hrs
19-FRI	8:13	12:32	12:34	6:21	13mins	7hrs 47mins
20-SAT						Off
21-SUN						Off
22-MON	8:04	12:23	12:25	3:34		6hrs 30mins SUSPENDED 12:01 pm 11:59 pm
23-TUE	8:28	12:36	12:37	6:05	28mins	7hrs 32mins
24-WED			12:55	5:50	4hrs	4hrs
25-THU	8:17	12:29	12:30			3hrs 43mins SUSPENDED 12:01 pm 11:59 pm
26-FRI						SUSPENDED 12:01 am 11:59 pm
27-SAT	9:42	12:23				2hrs 41mins
28-SUN						Off
29-MON	8:11	12:22	12:22	6:06	11mins	7hrs 49mins
30-TUE	8:19	12:49	12:50	6:09	19mins	7hrs 41mins

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.

NORIETA B. BUSTILLO

VERIFIED as to prescribed office hours

NICK FREDDY R. BELLO

Department Head
Accounting Office