

DAILY TIME RECORD
GUINOCOR, MERRY CHRIST'L S.
(NAME)

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SAT						Off
2-SUN						Off
3-MON	7:28	12:12	12:12	5:02		8hrs
4-TUE	7:32	12:00	12:12	5:18		8hrs
5-WED	7:11	12:03	12:03	5:02		8hrs
6-THU	7:15	12:00	12:08	5:03		8hrs
7-FRI	7:14	12:00	12:03	5:03		8hrs
8-SAT						Off
9-SUN						Off
10-MON	7:51	12:01	12:07	5:03		8hrs
11-TUE	7:49	12:00	12:11	5:07		8hrs
12-WED	7:06	12:01	12:04	5:00		8hrs
13-THU	7:10	12:06	12:07	5:01		8hrs
14-FRI	7:12	12:00	12:04	5:00		8hrs
15-SAT						Off
16-SUN						Off
17-MON	7:42	12:01	12:10	5:01		8hrs
18-TUE						OB
19-WED	7:01	12:00	12:03	5:00		8hrs
20-THU	7:42	12:00	12:02	5:02		8hrs
21-FRI	7:32	12:03			4hrs	4hrs
22-SAT						Off
23-SUN						Off
24-MON	7:38	12:00	12:14	5:00		8hrs
25-TUE	7:38	12:00	12:01			4hrs SUSPENDED 1:00 pm 5:00 pm
26-WED						OB
27-THU						OB
28-FRI						OB
29-SAT						Off
30-SUN						Off
31-MON	7:22	12:01	12:05	5:01		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.

MERRY CHRIST'L S. GUINOCOR

VERIFIED as to prescribed office hours

ELWIN JAY V. YU
Department Head
University Health Services

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