

DAILY TIME RECORD
BRIT, CHONA A.
(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	7:52	12:03	1:01	5:03	1min	7hrs 59mins
2-TUE	7:48	12:49	12:51	5:38		8hrs
3-WED	7:32	12:03	12:45	5:30		8hrs
4-THU	7:59	12:24	12:25	5:30		8hrs
5-FRI	8:05	12:15	12:52	5:05	5mins	7hrs 55mins
6-SAT						Off
7-SUN						Off
8-MON	8:02	12:08	12:10	5:10	2mins	7hrs 58mins
9-TUE	7:55	12:07	12:58	5:30		8hrs
10-WED						OB
11-THU	7:53	12:02	12:58	5:14		8hrs
12-FRI	8:10	12:02	12:49	5:13	10mins	7hrs 50mins
13-SAT						Off
14-SUN						Off
15-MON	7:59	12:07	12:08	5:06		8hrs
16-TUE	8:03	12:24	12:25	5:29	3mins	7hrs 57mins
17-WED	7:56	12:02	12:55	6:16		8hrs
18-THU	7:49	12:26	12:28	5:12		8hrs
19-FRI	8:04	12:39	12:40	5:08	4mins	7hrs 56mins
20-SAT						Off
21-SUN						Off
22-MON	8:00	12:25				4hrs SUSPENDED 12:01 pm 11:59 pm
23-TUE	8:04	12:25	12:26	5:32	4mins	7hrs 56mins
24-WED	8:07	12:05	12:42	5:15	7mins	7hrs 53mins
25-THU	8:05	12:13	12:30			3hrs 55mins SUSPENDED 12:01 pm 11:59 pm
26-FRI						SUSPENDED 12:01 am 11:59 pm
27-SAT						Off
28-SUN						Off
29-MON						OB
30-TUE						OB

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.

CHONA A. BRIT

VERIFIED as to prescribed office hours

ALELI A. VILLOCINO

Vice President
Office of the Vice President for the Student Affairs and Services

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