

DAILY TIME RECORD  
EMNACE, IVY C.  
(NAME)

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED	7:58	12:00	1:00	6:09		8hrs
2-THU						OB
3-FRI	7:57	12:22	12:32	6:42		8hrs
4-SAT						Off
5-SUN						Off
6-MON	7:32	12:10	12:12	6:34		8hrs
7-TUE	7:53	12:00	1:00	6:11		8hrs
8-WED	7:47	12:42	12:47	7:20		8hrs
9-THU	7:55	12:43	12:48	7:43		8hrs
10-FRI	7:49	12:12				4hrs SUSPENDED 12:00 pm 11:59 pm
11-SAT						Off
12-SUN						Off
13-MON	7:49	12:08	12:49	7:21		10hrs 51mins
14-TUE	7:43	12:13	12:47	7:24		11hrs 7mins
15-WED	7:59	12:08	12:12	6:18		10hrs 15mins
16-THU	7:58	12:12	12:54	7:33		10hrs 53mins
17-FRI	8:03	12:48	1:00	6:04		9hrs 49mins
18-SAT						Off
19-SUN						Off
20-MON						Holiday
21-TUE	8:02	12:15	12:20	6:14	2mins	7hrs 58mins
22-WED	7:51	12:13	12:32	7:23		8hrs
23-THU						WORKSHOP ON CONCEPTUALIZING RESEARCH PROGRAM PROPOSAL FY 2027
24-FRI	7:53	12:09	12:14	6:15		8hrs
25-SAT						Off
26-SUN						Off
27-MON	7:45	12:02	12:36	7:11		8hrs
28-TUE						SLP
29-WED	7:54	12:12	12:45	6:36		8hrs
30-THU	7:58	12:18	12:22	6:27		8hrs
31-FRI						Holiday

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.

IVY C. EMNACE

VERIFIED as to prescribed office hours

LYNETTE C. CIMAFRANCA  
Department Head  
Department of Food Science and Technology

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