

DAILY TIME RECORD
CIMA FRANCA, LYNETTE 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	6:47	12:00	12:45	5:01		8hrs
2-THU	7:58	12:49	12:50	5:27		8hrs
3-FRI	6:59	12:12	12:59	5:07		8hrs
4-SAT						Off
5-SUN						Off
6-MON	7:45	12:03	12:57	5:07		8hrs
7-TUE	6:56	12:01	12:15	5:23		8hrs
8-WED	7:51	12:09	12:13	5:50		8hrs
9-THU						OB
10-FRI	6:55	12:03	12:15	5:07		8hrs SUSPENDED 12:00 pm 11:59 pm
11-SAT						Off
12-SUN						Off
13-MON	8:00	12:37	12:38	5:51		9hrs 50mins
14-TUE	8:01	12:07	12:15	5:05		8hrs 56mins
15-WED	7:59	12:04	12:17	5:20		9hrs 8mins
16-THU	7:52	12:03	12:57	4:26	20mins	7hrs 40mins
17-FRI	8:02	12:03	12:05	7:07		11hrs 3mins
18-SAT						Off
19-SUN						Off
20-MON						Holiday
21-TUE						OB
22-WED						OB
23-THU	7:56	12:05	12:55	5:03		8hrs
24-FRI	8:02	12:18	12:19	5:11	2mins	7hrs 58mins
25-SAT						Off
26-SUN						Off
27-MON	6:59	12:30	12:39	5:02		8hrs
28-TUE	6:57	12:01	12:09	5:01		8hrs
29-WED	6:57	12:16	12:18	5:10		8hrs
30-THU	7:48	12:21	12:24	5:01		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.

LYNETTE C. CIMA FRANCA

VERIFIED as to prescribed office hours

SUZETTE B. LINA

College Dean
Faculty of Agriculture and Food Science

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