

DAILY TIME RECORD  
MABALHIN, JOEL Q.

(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	7:06	12:00	12:02	5:18		8hrs
2-THU	6:54	12:10	12:33	4:29		8hrs
3-FRI	6:43	12:31	12:32	5:07		8hrs
4-SAT						Off
5-SUN						Off
6-MON	6:39	12:51	12:54	4:24		8hrs
7-TUE	6:42	12:10	12:11	4:02		8hrs
8-WED						OB
9-THU						OB
10-FRI						OB
11-SAT						Off
12-SUN						Off
13-MON	6:42	12:50	1:00	5:19		10hrs 27mins
14-TUE	6:44	12:41	12:42	5:06		10hrs 21mins
15-WED	6:56	12:42	12:43	5:00		10hrs 3mins
16-THU	6:48	12:15	12:17	5:05		10hrs 15mins
17-FRI	6:57	12:21	12:23	5:00		10hrs 1min
18-SAT						Off
19-SUN						Off
20-MON						Holiday
21-TUE	6:50	12:10	12:12	4:19		8hrs
22-WED						CDO
23-THU	7:00	12:21	12:22	4:31		8hrs
24-FRI	6:53	12:36	12:37	4:41		8hrs
25-SAT						Off
26-SUN						Off
27-MON	6:52	12:37	12:38	4:09		8hrs
28-TUE	6:42	12:22	12:23	4:15		8hrs
29-WED	7:17	12:01	12:05	5:00		8hrs
30-THU	6:43	12:30	12:59	4:00		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.

JOEL Q. MABALHIN

VERIFIED as to prescribed office hours

ROSARIO P. ABELA

Department Head  
Department of Secondary Education

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