

**DAILY TIME RECORD**  
**QUEVEDO, MARK JOSHUA S.**  
(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	8:00	12:00			4hrs	4hrs
2-THU	7:57	12:01	12:08	5:01		8hrs
3-FRI	8:06	12:00	12:08	5:02	6mins	7hrs 54mins
4-SAT						Off
5-SUN						Off
6-MON	7:56	12:00	12:04	5:01		8hrs
7-TUE	7:59	12:00	12:06	5:15		8hrs
8-WED	7:50	12:00	12:08	5:00		8hrs
9-THU						FL
10-FRI	7:51	12:00	12:04	5:00		8hrs SUSPENDED 12:00 pm 11:59 pm
11-SAT						Off
12-SUN						Off
13-MON	7:54	12:00	12:05	5:01		8hrs
14-TUE	7:42	12:00	12:05	5:08		8hrs
15-WED	7:48	12:00	12:05	5:03		8hrs
16-THU	7:53	12:00	12:04	5:01		8hrs
17-FRI	8:00	12:01	12:05	5:02		8hrs
18-SAT						Off
19-SUN						Off
20-MON						Holiday
21-TUE	8:00	12:00	12:04	5:01		8hrs
22-WED	7:55	12:00	12:04	5:00		8hrs
23-THU	7:52	12:01	12:05	5:03		8hrs
24-FRI	7:44	12:00	12:54	5:02		8hrs
25-SAT						Off
26-SUN						Off
27-MON						VL
28-TUE						VL
29-WED						VL
30-THU						VL
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.

**MARK JOSHUA S. QUEVEDO**

VERIFIED as to prescribed office hours

**MARILYN M. BELARMINO**

Department Head  
Graduate Education

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