

DAILY TIME RECORD

MAMOLO, LEO A.

(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						OB
2-THU						OB
3-FRI	7:55	12:55	12:56	5:08		8hrs
4-SAT						Off
5-SUN						Off
6-MON						OB
7-TUE						OB
8-WED						OB
9-THU						OB
10-FRI						OB
11-SAT						Off
12-SUN						Off
13-MON	7:52	12:13	12:19	5:09		9hrs 11mins
14-TUE	7:51	12:48	12:49	5:13		9hrs 21mins
15-WED	7:39	12:07	12:38	5:03		8hrs 53mins
16-THU	7:48	12:09	12:12	5:29		9hrs 38mins
17-FRI	7:57	12:18	12:29	5:28		9hrs 20mins
18-SAT						Off
19-SUN						Off
20-MON						Holiday
21-TUE	7:56	1:09	1:10	5:04	10mins	7hrs 50mins
22-WED	7:39	12:27	12:35	5:14		8hrs
23-THU	7:46	12:17	12:20	5:08		8hrs
24-FRI	8:01	12:00	12:25	5:24	1min	7hrs 59mins
25-SAT						Off
26-SUN						Off
27-MON	7:54	12:35	12:42	5:32		8hrs
28-TUE	7:33	12:00	12:21	5:02		8hrs
29-WED	8:34	12:21	12:22	5:13	34mins	7hrs 26mins
30-THU	8:03	12:06	12:53	5:20	3mins	7hrs 57mins
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.

LEO A. MAMOLO

VERIFIED as to prescribed office hours

ROTACIO S. GRAVOSO

Vice President
Office of the Vice President for Academic Affairs

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