

DAILY TIME RECORD

ARGA, ARIEL L.
(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						Absent
2-THU						Absent
3-FRI	12:00	8:03			7hrs 57mins	3mins
4-SAT	12:14	8:00	11:44			7hrs 46mins
5-SUN		8:01	11:52			
6-MON		8:43			8hrs	
7-TUE					8hrs	
8-WED		8:02			8hrs	
9-THU			3:43		8hrs	
10-FRI				3:45	8hrs	SUSPENDED 12:00 pm 11:59 pm
11-SAT		12:01				
12-SUN						Off
13-MON						FL
14-TUE						FL
15-WED						FL
16-THU			3:39	11:59	6hrs 39mins	1hr 21mins
17-FRI	7:54			4:02	8hrs	
18-SAT	7:42			4:01		
19-SUN	7:47			4:03		
20-MON						Holiday
21-TUE						BUILDING A CULTURE OF SAFETY: PREPAREDNESS AGAINST DISASTERS, THREATS AND RISKS
22-WED	7:50			4:04	8hrs	
23-THU						Absent
24-FRI						Absent
25-SAT						Off
26-SUN						Off
27-MON					8hrs	
28-TUE					8hrs	
29-WED		8:00			8hrs	
30-THU	12:46	8:24			7hrs 36mins	24mins
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.

ARIEL L. ARGA

VERIFIED as to prescribed office hours

GERALD M. RIVERA

Department Head
Security and Safety Services

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