

DAILY TIME RECORD
VISTAL, PEARL P.
(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	12:01	12:02	5:01		8hrs
2-THU	8:10	12:03	12:04	5:01	10mins	7hrs 50mins
3-FRI	7:55	12:04	12:05	5:00		8hrs
4-SAT						Off
5-SUN						Off
6-MON	7:56	12:02	12:03	5:02		8hrs
7-TUE	7:55	12:01	12:02	5:02		8hrs
8-WED	7:43	12:02	12:03	5:01		8hrs
9-THU	7:58	12:04	12:05	5:01		8hrs
10-FRI	8:02	12:01	12:02	5:00		7hrs 58mins SUSPENDED 12:00 pm 11:59 pm
11-SAT						Off
12-SUN						Off
13-MON	7:58	12:02	12:03	5:01		8hrs
14-TUE	7:56	12:01	12:02	5:01		8hrs
15-WED	7:55	12:00	12:01	5:02		8hrs
16-THU	7:57	12:01	12:02	5:02		8hrs
17-FRI	8:04	12:22	12:23	5:01	4mins	7hrs 56mins
18-SAT						Off
19-SUN						Off
20-MON						Holiday
21-TUE						BUILDING A CULTURE OF SAFETY: PREPAREDNESS AGAINST DISASTERS, THREATS AND RISKS
22-WED	7:57	12:01	12:05	5:02		8hrs
23-THU	8:00	12:00	12:01	5:03		8hrs
24-FRI	8:02	12:02	12:03	5:02	2mins	7hrs 58mins
25-SAT						Off
26-SUN						Off
27-MON	7:43	12:01	12:02	5:02		8hrs
28-TUE	8:03	12:15	12:16	5:02	3mins	7hrs 57mins
29-WED						OB
30-THU	8:00	12:01	12:05	5:05		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.

PEARL P. VISTAL

VERIFIED as to prescribed office hours

MARIA ROBERTA S. MIRAFLORE
Department Head
Records Management and Archives

DAILY TIME RECORD
VISTAL, PEARL P.
(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	12:01	12:02	5:01		8hrs
2-THU	8:10	12:03	12:04	5:01	10mins	7hrs 50mins
3-FRI	7:55	12:04	12:05	5:00		8hrs
4-SAT						Off
5-SUN						Off
6-MON	7:56	12:02	12:03	5:02		8hrs
7-TUE	7:55	12:01	12:02	5:02		8hrs
8-WED	7:43	12:02	12:03	5:01		8hrs
9-THU	7:58	12:04	12:05	5:01		8hrs
10-FRI	8:02	12:01	12:02	5:00		7hrs 58mins SUSPENDED 12:00 pm 11:59 pm
11-SAT						Off
12-SUN						Off
13-MON	7:58	12:02	12:03	5:01		8hrs
14-TUE	7:56	12:01	12:02	5:01		8hrs
15-WED	7:55	12:00	12:01	5:02		8hrs
16-THU	7:57	12:01	12:02	5:02		8hrs
17-FRI	8:04	12:22	12:23	5:01	4mins	7hrs 56mins
18-SAT						Off
19-SUN						Off
20-MON						Holiday
21-TUE						BUILDING A CULTURE OF SAFETY: PREPAREDNESS AGAINST DISASTERS, THREATS AND RISKS
22-WED	7:57	12:01	12:05	5:02		8hrs
23-THU	8:00	12:00	12:01	5:03		8hrs
24-FRI	8:02	12:02	12:03	5:02	2mins	7hrs 58mins
25-SAT						Off
26-SUN						Off
27-MON	7:43	12:01	12:02	5:02		8hrs
28-TUE	8:03	12:15	12:16	5:02	3mins	7hrs 57mins
29-WED						OB
30-THU	8:00	12:01	12:05	5:05		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.

PEARL P. VISTAL

VERIFIED as to prescribed office hours

MARIA ROBERTA S. MIRAFLORE
Department Head
Records Management and Archives