

DAILY TIME RECORD
GALUPO, PHLOEM D.
(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						MAL
2-THU						MAL
3-FRI						MAL
4-SAT						Off
5-SUN						Off
6-MON						MAL
7-TUE						MAL
8-WED						MAL
9-THU						MAL
10-FRI						MAL
11-SAT						Off
12-SUN						Off
13-MON						MAL
14-TUE						MAL
15-WED						MAL
16-THU						MAL
17-FRI						MAL
18-SAT						Off
19-SUN						Off
20-MON						Holiday
21-TUE						MAL
22-WED						MAL
23-THU						MAL
24-FRI						MAL
25-SAT						Off
26-SUN						Off
27-MON						MAL
28-TUE						MAL
29-WED						MAL
30-THU						MAL
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.

PHLOEM D. GALUPO

VERIFIED as to prescribed office hours

MARLON G. BURLAS

Department Head
General Services Office

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