

DAILY TIME RECORD  
POGADO, FRETZELJANE O.  
(NAME)

For the month of  
August 1 - 31, 2025  
Official hours for arrival and departure  
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-FRI	8:16	12:01	12:02	5:00	16mins	7hrs 44mins
2-SAT						Off
3-SUN						Off
4-MON	8:15	12:01	12:01	5:00	15mins	7hrs 45mins
5-TUE	8:06	12:55	12:56	5:01	6mins	7hrs 54mins
6-WED	8:17	12:54	12:55	5:05	17mins	7hrs 43mins
7-THU	8:00	12:04	12:05	5:02		8hrs
8-FRI						OB
9-SAT						OB
10-SUN						OB
11-MON						OB
12-TUE	7:15	12:52	12:53	5:02		8hrs
13-WED	7:15	12:46	12:47	5:02		8hrs
14-THU	8:12	12:25	12:26	5:00	12mins	7hrs 48mins
15-FRI	8:00	12:49	12:50	5:02		8hrs
16-SAT						Off
17-SUN						Off
18-MON	6:50	12:18	12:18	5:01		8hrs
19-TUE	7:05	12:54	12:54	5:00		8hrs
20-WED	8:02	12:59	1:00	5:01	2mins	7hrs 58mins
21-THU						Holiday
22-FRI	7:00	12:00	12:09	6:35		8hrs
23-SAT						Off
24-SUN						Off
25-MON						Holiday
26-TUE						SUSPENDED 12:01 am 11:59 pm
27-WED			12:52	5:00		4hrs SUSPENDED 12:01 am 12:00 pm
28-THU	7:22	12:52	12:53	5:00		8hrs
29-FRI	7:18	12:50	12:52	5:27		8hrs
30-SAT						Off
31-SUN						Off

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.

FRETZELJANE O. POGADO

VERIFIED as to prescribed office hours

CHERYL C. BATISTEL  
Department Head  
Department of Biological Sciences

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