

DAILY TIME RECORD  
DUATIN, FLORA MIA Y.

(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				5:00	8hrs	
2-THU		12:04	12:05	5:06	4hrs	4hrs
3-FRI						Absent
4-SAT						Off
5-SUN						Off
6-MON	7:38	12:04	12:06	6:46		8hrs
7-TUE	7:35			5:00	8hrs	
8-WED		12:02	12:03	5:01	4hrs	4hrs
9-THU	7:49	12:02	12:04	5:16		8hrs
10-FRI	7:51	12:06	12:07			4hrs SUSPENDED 12:00 pm 11:59 pm
11-SAT						Off
12-SUN						Off
13-MON	7:44	12:01	12:03	5:01		9hrs 15mins
14-TUE	7:36	12:02	12:04	5:02		9hrs 24mins
15-WED	7:38	12:04	12:07	5:01		9hrs 20mins
16-THU	6:55	12:09	12:11	5:00		10hrs 3mins
17-FRI						Absent
18-SAT						Off
19-SUN						Off
20-MON						Holiday
21-TUE	7:42	12:05	12:06	5:05		8hrs
22-WED	6:26			5:01	8hrs	
23-THU		12:21	12:22	5:07	4hrs	4hrs
24-FRI	7:31	12:02	12:03	5:42		8hrs
25-SAT						Off
26-SUN						Off
27-MON		12:01	12:02	5:15	4hrs	4hrs
28-TUE		12:01	12:02	5:03	4hrs	4hrs
29-WED	6:39	12:03	12:05	5:02		8hrs
30-THU		12:13	12:14		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.

FLORA MIA Y. DUATIN

VERIFIED as to prescribed office hours

ROMEL B. ARMECIN

Department Head  
National Abaca Research Center

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