

DAILY TIME RECORD  
CATA CUTAN, IRISH N.  
(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  |      |       |       |      |                | Absent                                 |
| 2-SAT  |      |       |       |      |                | Off                                    |
| 3-SUN  |      |       |       |      |                | Off                                    |
| 4-MON  | 9:38 | 12:04 | 12:13 |      | 5hrs<br>38mins | 2hrs 22mins                            |
| 5-TUE  |      |       |       |      |                | Absent                                 |
| 6-WED  | 9:00 | 12:05 | 12:06 |      | 5hrs           | 3hrs                                   |
| 7-THU  | 7:52 | 12:05 | 12:18 | 5:16 |                | 8hrs                                   |
| 8-FRI  |      |       |       |      |                | Absent                                 |
| 9-SAT  |      |       |       |      |                | Off                                    |
| 10-SUN |      |       |       |      |                | Off                                    |
| 11-MON | 6:49 | 12:16 | 12:27 | 5:08 |                | 8hrs                                   |
| 12-TUE | 7:48 | 12:14 | 12:15 | 5:04 |                | 8hrs                                   |
| 13-WED | 8:00 | 12:04 | 12:18 | 5:01 |                | 8hrs                                   |
| 14-THU | 6:50 | 12:13 | 12:14 | 5:02 |                | 8hrs                                   |
| 15-FRI | 7:50 | 12:32 | 12:34 | 5:10 |                | 8hrs                                   |
| 16-SAT |      |       |       |      |                | Off                                    |
| 17-SUN |      |       |       |      |                | Off                                    |
| 18-MON | 6:39 | 12:11 | 12:17 | 5:09 |                | 8hrs                                   |
| 19-TUE | 7:40 | 12:36 | 12:43 | 5:08 |                | 8hrs                                   |
| 20-WED | 7:45 | 12:12 | 12:14 | 5:18 |                | 8hrs                                   |
| 21-THU |      |       |       |      |                | Holiday                                |
| 22-FRI |      |       |       |      |                | SL                                     |
| 23-SAT |      |       |       |      |                | Off                                    |
| 24-SUN |      |       |       |      |                | Off                                    |
| 25-MON |      |       |       |      |                | Holiday                                |
| 26-TUE |      |       |       |      |                | SUSPENDED<br>12:01 am 11:59 pm         |
| 27-WED |      |       | 12:38 | 6:12 |                | 4hrs<br>SUSPENDED<br>12:01 am 12:00 pm |
| 28-THU | 7:00 | 12:10 | 12:44 | 5:49 |                | 8hrs                                   |
| 29-FRI | 7:50 | 12:45 | 12:46 | 5:13 |                | 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.

IRISH N. CATA CUTAN

VERIFIED as to prescribed office hours

ANDREW A. MAZO  
Department Head  
Institute of Human Kinetics

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