

DAILY TIME RECORD
VILBAR, CARREN MAE B.

(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	7:45	12:02	12:04	5:21		8hrs
2-THU	7:59	12:03	12:05	5:25		8hrs
3-FRI	7:52	12:42		5:10	4hrs	4hrs
4-SAT						Off
5-SUN						Off
6-MON	7:52	12:11	12:12	5:27		8hrs
7-TUE	7:59	12:11	12:12	5:12		8hrs
8-WED	7:59	12:10	12:11	5:23		8hrs
9-THU	7:57			5:21	8hrs	
10-FRI	7:56				8hrs	SUSPENDED 12:00 pm 11:59 pm
11-SAT						Off
12-SUN						Off
13-MON	7:53			5:30	8hrs	
14-TUE	7:53			5:06	8hrs	
15-WED	7:48	12:07	12:08	5:15		8hrs
16-THU	7:55	12:04	12:09	5:04		8hrs
17-FRI	8:01			5:12	8hrs	
18-SAT						Off
19-SUN						Off
20-MON						Holiday
21-TUE	7:55			5:06	8hrs	
22-WED	7:48			5:07	8hrs	
23-THU	7:57	12:07	12:08	5:14		8hrs
24-FRI	7:58			5:18	8hrs	
25-SAT						Off
26-SUN						Off
27-MON	7:48			5:09	8hrs	
28-TUE	7:54	12:11	12:12	5:13		8hrs
29-WED	7:56	12:06	12:07	5:04		8hrs
30-THU	8:04	12:07	12:08	5:01	4mins	7hrs 56mins
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.

CARREN MAE B. VILBAR

VERIFIED as to prescribed office hours

GLENN G. PAJARES

Department Head
Office of the Vice President for Planning and Development

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