

DAILY TIME RECORD  
MANIEGO, MARY ROSE M.

(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	7:57	12:01	12:53	5:11		8hrs
2-THU	8:29	12:06	12:45	5:42	29mins	7hrs 31mins
3-FRI	8:04	12:15	12:36	5:01	4mins	7hrs 56mins
4-SAT						Off
5-SUN						Off
6-MON	8:28	12:19	12:47	5:23	28mins	7hrs 32mins
7-TUE	8:24	12:02	12:07	5:04	24mins	7hrs 36mins
8-WED	8:22	12:12	12:59	5:06	22mins	7hrs 38mins
9-THU	8:09	12:06	12:33	5:08	9mins	7hrs 51mins
10-FRI	8:02	12:04	12:33	5:06		7hrs 58mins SUSPENDED 12:00 pm 11:59 pm
11-SAT						Off
12-SUN						Off
13-MON	7:57	12:00	12:44	5:16		8hrs
14-TUE	8:18	12:09	12:44	5:18	18mins	7hrs 42mins
15-WED	8:07	12:01	12:47	5:02	7mins	7hrs 53mins
16-THU	8:04	12:03	12:22	5:15	4mins	7hrs 56mins
17-FRI	8:12	12:02	12:50	5:19	12mins	7hrs 48mins
18-SAT						Off
19-SUN						Off
20-MON						Holiday
21-TUE	8:08	12:00	12:56	5:03	8mins	7hrs 52mins
22-WED						OB
23-THU	7:38	12:08	12:56	5:14		8hrs
24-FRI	8:02	12:04	12:51	5:08	2mins	7hrs 58mins
25-SAT						Off
26-SUN						Off
27-MON	7:51	12:24	12:50	5:19		8hrs
28-TUE	7:54	12:06	12:40	5:08		8hrs
29-WED	8:21	12:25	12:47	5:22	21mins	7hrs 39mins
30-THU	7:53	12:13	12:28	5:09		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.

MARY ROSE M. MANIEGO

VERIFIED as to prescribed office hours

MARLON M. TAMBIS

Director  
Philippine Root Crops Research & Training Center

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