

DAILY TIME RECORD
LINGATONG, NICASIO D.

(NAME)

For the month of
November 1 - 30, 2025
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SAT						Off
2-SUN						Off
3-MON						SUSPENDED 8:00 am 5:00 pm
4-TUE						SUSPENDED 8:00 am 5:00 pm
5-WED	6:00	12:05	1:00	5:05		9hrs
6-THU	5:58	11:10	1:00	5:00		9hrs
7-FRI	5:57	11:05	1:00	5:00		9hrs
8-SAT						Off
9-SUN						Off
10-MON						SUSPENDED 8:00 am 5:00 pm
11-TUE	5:58	11:06	11:27	5:06		9hrs
12-WED	5:51	11:15	11:28	5:06		9hrs
13-THU	5:49	11:20	11:22	5:17		9hrs
14-FRI	5:56	11:14	11:17	5:27		9hrs
15-SAT						Off
16-SUN						Off
17-MON						SEL
18-TUE	5:51	11:04	11:18	5:03		9hrs
19-WED						SEL
20-THU						SEL
21-FRI	5:53	11:01	11:06	5:10		9hrs
22-SAT						Off
23-SUN						Off
24-MON						SEL
25-TUE						SEL
26-WED	5:50	11:10	11:54	5:11		9hrs
27-THU	5:54	11:00	11:17	5:07		9hrs
28-FRI	5:54	11:01	11:14	5:01		9hrs
29-SAT						Off
30-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.

NICASIO D. LINGATONG

VERIFIED as to prescribed office hours

MARILYN M. BELARMINO

Department Head
Graduate Education

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