

DAILY TIME RECORD
TORRION, CHARLINDO S.
(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	8:00	12:00	1:00	5:00		8hrs
2-THU	8:00	12:04	12:04	5:55		8hrs
3-FRI						OB
4-SAT						Off
5-SUN						Off
6-MON	7:47	12:04	12:07	6:22		8hrs
7-TUE	7:58	12:00	1:00	5:00		8hrs
8-WED	8:00	12:04	12:05	6:45		8hrs
9-THU	8:01	12:11	12:12	5:35	1min	7hrs 59mins
10-FRI	8:03	12:02				3hrs 57mins SUSPENDED 12:00 pm 11:59 pm
11-SAT						Off
12-SUN						Off
13-MON	8:00	12:46	12:46	6:21		10hrs 21mins
14-TUE	7:54	12:01	12:03	5:32		9hrs 36mins
15-WED	8:14	12:04	12:06	5:22		9hrs 6mins
16-THU	7:53	12:17	12:18	5:00		9hrs 6mins
17-FRI	8:22	12:07	12:08	5:07		8hrs 44mins
18-SAT						Off
19-SUN						Off
20-MON						Holiday
21-TUE						BUILDING A CULTURE OF SAFETY: PREPAREDNESS AGAINST DISASTERS, THREATS AND RISKS
22-WED	8:05	12:40	12:42	5:10	5mins	7hrs 55mins
23-THU	8:06	12:33	12:34	5:09	6mins	7hrs 54mins
24-FRI	8:11	12:21	12:21	6:33	11mins	7hrs 49mins
25-SAT						Off
26-SUN						Off
27-MON	8:12	12:05	12:08	5:13	12mins	7hrs 48mins
28-TUE	8:06	12:15	12:15	5:04	6mins	7hrs 54mins
29-WED	8:01	12:12	12:13	5:29	1min	7hrs 59mins
30-THU						SL
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.

CHARLINDO S. TORRION

VERIFIED as to prescribed office hours

ROTSEN B. LABISORES

Department Head
Department of Meteorology

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