

DAILY TIME RECORD
MANIEGO, MARY ROSE M.
(NAME)

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON	8:15	12:11	12:29	5:04	15mins	7hrs 45mins
2-TUE	8:02	12:05	12:46	5:05	2mins	7hrs 58mins
3-WED	8:06	12:11	12:22	5:04	6mins	7hrs 54mins
4-THU	8:20	12:16	12:41	5:03	20mins	7hrs 40mins
5-FRI	8:35	12:01	12:19	5:04	35mins	7hrs 25mins
6-SAT						Off
7-SUN						Off
8-MON	8:00	12:17	12:44	5:04		8hrs
9-TUE	8:16	12:00	12:22	5:12	16mins	7hrs 44mins
10-WED	8:03	12:18	12:46	5:01	3mins	7hrs 57mins
11-THU	8:09	12:13	12:53	5:05	9mins	7hrs 51mins
12-FRI	8:15	12:13	12:48	5:03	15mins	7hrs 45mins
13-SAT						Off
14-SUN						Off
15-MON	7:52	12:00	12:47	5:13		8hrs
16-TUE	8:09	12:01	12:05	5:07	9mins	7hrs 51mins
17-WED						OB
18-THU						OB
19-FRI						OB
20-SAT						OB
21-SUN						Off
22-MON	8:07	12:03	12:36			3hrs 53mins SUSPENDED 12:01 pm 11:59 pm
23-TUE	8:26	12:01	12:34	5:00	26mins	7hrs 34mins
24-WED	8:23	12:11	12:27	5:05	23mins	7hrs 37mins
25-THU	8:26	12:00	12:53			3hrs 34mins SUSPENDED 12:01 pm 11:59 pm
26-FRI						SUSPENDED 12:01 am 11:59 pm
27-SAT						Off
28-SUN						Off
29-MON	8:17	12:03	12:44	5:08	17mins	7hrs 43mins
30-TUE	8:01	12:01	12:15	5:01	1min	7hrs 59mins

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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