

DAILY TIME RECORD
CALA, CHRISTINE GAY B.
(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						SEL
6-THU	7:56	12:00	1:00	5:00		8hrs
7-FRI	8:00	12:00	1:00	5:00		8hrs
8-SAT						Off
9-SUN						Off
10-MON						SUSPENDED 8:00 am 5:00 pm
11-TUE						Absent
12-WED						Absent
13-THU						Absent
14-FRI				5:01	8hrs	
15-SAT						Off
16-SUN						Off
17-MON	7:58	12:01	12:03	5:10		8hrs
18-TUE	8:01	12:05	12:06	5:05	1min	7hrs 59mins
19-WED	8:06	12:17			4hrs 6mins	3hrs 54mins
20-THU	8:02	12:19	12:24	5:04	2mins	7hrs 58mins
21-FRI	8:02	12:00	12:54	5:03	2mins	7hrs 58mins
22-SAT						Off
23-SUN						Off
24-MON	7:59	12:27				4hrs SUSPENDED 12:01 pm 11:59 pm
25-TUE	8:00	12:01	12:03	5:00		8hrs
26-WED	7:56	12:00	12:01	5:14		8hrs
27-THU	8:00	12:01	12:06	5:04		8hrs
28-FRI						SEL
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.

CHRISTINE GAY B. CALA

VERIFIED as to prescribed office hours

LYNETTE C. CIMAFRANCA

Department Head
Department of Food Science and Technology

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