

DAILY TIME RECORD
VALDEVIESO, LEILANI M.

(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						SEL
7-FRI						Absent
8-SAT						Off
9-SUN						Off
10-MON						SUSPENDED 8:00 am 5:00 pm
11-TUE						SEL
12-WED						Absent
13-THU						Absent
14-FRI				5:01	8hrs	
15-SAT						Off
16-SUN						Off
17-MON	7:27	12:02	12:03	5:06		8hrs
18-TUE	7:53	12:05	12:15	5:03		8hrs
19-WED	7:44	12:57	12:58	5:06		8hrs
20-THU						SEL
21-FRI			12:31		8hrs	
22-SAT						Off
23-SUN						Off
24-MON						SUSPENDED 12:01 pm 11:59 pm
25-TUE						SEL
26-WED		11:06			8hrs	
27-THU						Absent
28-FRI						Absent
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.

LEILANI M. VALDEVIESO

VERIFIED as to prescribed office hours

LYNETTE C. CIMAFRANCA

Department Head
Department of Food Science and Technology

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