

DAILY TIME RECORD
GONZAGA, ERNESTO A. JR.
(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						SUSPENDE 8:00 am 5:00 pm
4-TUE						SUSPENDE 8:00 am 5:00 pm
5-WED						SEL
6-THU						SEL
7-FRI						SEL
8-SAT						Off
9-SUN						Off
10-MON						SUSPENDE 8:00 am 5:00 pm
11-TUE	7:37	12:36	12:43	5:09		8hrs
12-WED	7:54	12:03	12:21	5:06		8hrs
13-THU	7:55	12:07	12:27	5:05		8hrs
14-FRI	8:01	12:04	12:30	5:11	1min	7hrs 59mins
15-SAT						Off
16-SUN						Off
17-MON	7:39	12:05	12:28	5:09		8hrs
18-TUE	8:11	12:08	12:33	5:09	11mins	7hrs 49mins
19-WED	8:15	12:11	12:24	5:06	15mins	7hrs 45mins
20-THU	7:57	12:04	12:36	5:10		8hrs
21-FRI	7:51	12:10	12:31	5:14		8hrs
22-SAT						Off
23-SUN						Off
24-MON	7:48	12:27				4hrs
						SUSPENDE 12:01 pm 11:59 pm
25-TUE	8:04	12:02	12:37	5:06	4mins	7hrs 56mins
26-WED	8:22	12:05	12:17	5:05	22mins	7hrs 38mins
27-THU	7:41	12:07	12:21	5:11		8hrs
28-FRI	7:43	12:03	12:16	5:11		8hrs
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.

ERNESTO A. GONZAGA JR.

VERIFIED as to prescribed office hours

LILIAN B. NUÑEZ
Department Head
Institute for Strategic Research and Development Studies

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