

DAILY TIME RECORD
PALERMO, ALDRIN R.
(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	9:00	12:00	1:00	4:00		6hrs
6-THU						SEL
7-FRI						SEL
8-SAT						Off
9-SUN						Off
10-MON						SUSPENDED 8:00 am 5:00 pm
11-TUE	7:02	1:03	1:05	5:30		7hrs 30mins
12-WED	8:43	12:48	12:49	4:31		6hrs
13-THU	6:53	12:10	12:11	5:30		9hrs 30mins
14-FRI	7:07	1:32	1:35	5:30		7hrs 30mins
15-SAT						Off
16-SUN						Off
17-MON	6:55	12:31	12:53	5:30		9hrs 30mins
18-TUE	9:00	1:02	1:04	5:31		7hrs 30mins
19-WED	8:40	12:23	12:24	4:07		6hrs
20-THU	7:01	12:29	12:52	5:31	1min	9hrs 29mins
21-FRI	8:10	1:06	1:07	5:32		7hrs 30mins
22-SAT						Off
23-SUN						Off
24-MON	7:01	12:00				4hrs 59mins
						SUSPENDED 12:01 pm 11:59 pm
25-TUE	7:48	1:04	1:35	5:30		7hrs 30mins
26-WED	8:53	12:27	12:33	4:01		6hrs
27-THU	7:02	12:05	12:56	5:31	2mins	9hrs 28mins
28-FRI	7:39	1:00	1:01	5:30		7hrs 30mins
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.

ALDRIN R. PALERMO

VERIFIED as to prescribed office hours

MARY ANN G. COBICO

Department Head
Department of Philosophy and Social Sciences

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