

DAILY TIME RECORD

NAYA, MARIO P.
(NAME)

For the month of
October 1 - 31, 2025
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED			2:22	11:37		8hrs
2-THU			2:47	11:12		8hrs
3-FRI			2:43	11:02		8hrs
4-SAT			2:42	11:13		8hrs
5-SUN						Off
6-MON	6:56	12:00	12:02	3:11		8hrs
7-TUE			2:47	11:14		8hrs
8-WED			10:40	11:59		59mins
9-THU	12:00	7:05				7hrs 1min
10-FRI	6:55	12:00	12:02	3:13		8hrs SUSPENDED 12:00 pm 11:59 pm
11-SAT						Off
12-SUN			10:33	11:59		59mins
13-MON	12:00	7:09				7hrs 1min
14-TUE	6:58	12:00	12:02	3:07		8hrs
15-WED	6:58	12:00	12:02	3:09		8hrs
16-THU	6:58	12:00	12:02	3:40		8hrs
17-FRI						Off
18-SAT	6:56	12:00	12:02	3:19		8hrs
19-SUN			2:54	11:22		8hrs
20-MON			10:52	11:59		59mins
21-TUE	12:00	7:13				7hrs 1min
22-WED	7:00	7:01	12:02		7hrs 59mins	1min
23-THU	6:53	12:00	12:02	3:41		8hrs
24-FRI			10:31	11:59		59mins
25-SAT	12:00	7:14				7hrs 1min
26-SUN	6:59	12:00	12:02	3:07		8hrs
27-MON						Off
28-TUE	6:47	12:00	12:02	3:18		8hrs
29-WED			10:31	11:59		59mins
30-THU	12:00	7:07				7hrs 1min
31-FRI						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.

MARIO P. NAYA

VERIFIED as to prescribed office hours

ELWIN JAY V. YU

Department Head
University Health Services

DAILY TIME RECORD

NAYA, MARIO P.
(NAME)

For the month of
October 1 - 31, 2025
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED			2:22	11:37		8hrs
2-THU			2:47	11:12		8hrs
3-FRI			2:43	11:02		8hrs
4-SAT			2:42	11:13		8hrs
5-SUN						Off
6-MON	6:56	12:00	12:02	3:11		8hrs
7-TUE			2:47	11:14		8hrs
8-WED			10:40	11:59		59mins
9-THU	12:00	7:05				7hrs 1min
10-FRI	6:55	12:00	12:02	3:13		8hrs SUSPENDED 12:00 pm 11:59 pm
11-SAT						Off
12-SUN			10:33	11:59		59mins
13-MON	12:00	7:09				7hrs 1min
14-TUE	6:58	12:00	12:02	3:07		8hrs
15-WED	6:58	12:00	12:02	3:09		8hrs
16-THU	6:58	12:00	12:02	3:40		8hrs
17-FRI						Off
18-SAT	6:56	12:00	12:02	3:19		8hrs
19-SUN			2:54	11:22		8hrs
20-MON			10:52	11:59		59mins
21-TUE	12:00	7:13				7hrs 1min
22-WED	7:00	7:01	12:02		7hrs 59mins	1min
23-THU	6:53	12:00	12:02	3:41		8hrs
24-FRI			10:31	11:59		59mins
25-SAT	12:00	7:14				7hrs 1min
26-SUN	6:59	12:00	12:02	3:07		8hrs
27-MON						Off
28-TUE	6:47	12:00	12:02	3:18		8hrs
29-WED			10:31	11:59		59mins
30-THU	12:00	7:07				7hrs 1min
31-FRI						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.

MARIO P. NAYA

VERIFIED as to prescribed office hours

ELWIN JAY V. YU

Department Head
University Health Services