

DAILY TIME RECORD  
COMPENDIO, ZARLIN JECEL Z.  
(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		12:00	12:09	6:03	4hrs	4hrs
6-THU						Absent
7-FRI		12:11	12:15		8hrs	
8-SAT						Off
9-SUN						Off
10-MON			12:24	7:06		4hrs SUSPENDED 8:00 am 5:00 pm
11-TUE		12:09	12:58	6:41	4hrs	4hrs
12-WED		12:10	12:46	7:37	4hrs	4hrs
13-THU		12:02	12:40	6:04	4hrs	4hrs
14-FRI		12:15	12:58	6:31	4hrs	4hrs
15-SAT						Off
16-SUN						Off
17-MON						SEL
18-TUE						SEL
19-WED		12:08	12:11	5:38	4hrs	4hrs
20-THU						FL
21-FRI						SLP
22-SAT						Off
23-SUN						Off
24-MON		5:00			8hrs	SUSPENDED 12:01 pm 11:59 pm
25-TUE		4:41			8hrs	
26-WED		5:19			8hrs	
27-THU						Off
28-FRI						Absent
29-SAT						Absent
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.

ZARLIN JECEL Z. COMPENDIO

VERIFIED as to prescribed office hours

ELWIN JAY V. YU  
Department Head  
University Health Services

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