

DAILY TIME RECORD
POGADO, FRETZELJANE O.
(NAME)

For the month of
September 1 - 30, 2025
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON	7:21	1:39	1:39	4:46	21mins	7hrs 39mins
2-TUE	7:20	12:51	12:52	4:14	20mins	7hrs 40mins
3-WED	7:40	12:01	12:01	4:01	59mins	7hrs 1min
4-THU						SL
5-FRI	7:02	12:54	12:54	4:15	2mins	7hrs 58mins
6-SAT						Off
7-SUN						Off
8-MON	7:05	1:23	1:24	4:13	5mins	7hrs 55mins
9-TUE	7:19	12:53	12:54	5:13	19mins	7hrs 41mins
10-WED	7:29	12:55	12:56	5:41		8hrs
11-THU	7:23	1:41	1:42	4:31	23mins	7hrs 37mins
12-FRI	7:19	12:55	12:56	4:47	19mins	7hrs 41mins
13-SAT						Off
14-SUN						Off
15-MON						Absent
16-TUE	7:00	12:53	12:54	4:37		8hrs
17-WED	8:05	12:54	12:54	5:01	5mins	7hrs 55mins
18-THU	7:25	1:41	1:41	4:37	25mins	7hrs 35mins
19-FRI	7:15	12:55	12:55	5:28	15mins	7hrs 45mins
20-SAT						Off
21-SUN						Off
22-MON	7:22	1:01				5hrs 38mins SUSPENDED 12:01 pm 11:59 pm
23-TUE	7:43	12:50	12:50	4:10	43mins	7hrs 17mins
24-WED	7:28	12:00	12:02	5:32		8hrs
25-THU	8:01	12:25	12:25			4hrs 24mins SUSPENDED 12:01 pm 11:59 pm
26-FRI						SUSPENDED 12:01 am 11:59 pm
27-SAT						Off
28-SUN						Off
29-MON	7:05	1:00	2:00	5:39	5mins	7hrs 55mins
30-TUE	7:00	12:07	12:08	4:18		8hrs

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.

FRETZELJANE O. POGADO

VERIFIED as to prescribed office hours

CHERYL C. BATISTEL
Department Head
Department of Biological Sciences

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