

DAILY TIME RECORD
POSAS, EDGAR P.
(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	7:16	12:00	12:01	4:02		8hrs
3-MON	7:16	12:00	12:01	4:01		8hrs SUSPENDED 8:00 am 5:00 pm
4-TUE	8:00	12:00	12:01	4:01		8hrs SUSPENDED 8:00 am 5:00 pm
5-WED	8:00	12:00	12:01	4:01		8hrs
6-THU	8:00	12:00	12:01	4:07		8hrs
7-FRI						Off
8-SAT						Off
9-SUN						Off
10-MON						SEL
11-TUE	12:00	8:00				8hrs
12-WED						Absent
13-THU	12:00	8:01				8hrs
14-FRI	12:00	8:01				8hrs
15-SAT						Off
16-SUN						Off
17-MON						Off
18-TUE						SEL
19-WED						Off
20-THU						Off
21-FRI			3:20	11:59		8hrs
22-SAT			3:21	11:59		8hrs
23-SUN			3:10	11:59		8hrs
24-MON	7:25	12:00	12:01	4:01		8hrs SUSPENDED 12:01 pm 11:59 pm
25-TUE	7:25	12:00	12:01	4:06		8hrs
26-WED	7:23	12:00	12:01	4:01		8hrs
27-THU						SEL
28-FRI						SEL
29-SAT						Off
30-SUN	7:14	12:00	12:01	4:01		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.

EDGAR P. POSAS

VERIFIED as to prescribed office hours

GERALD M. RIVERA
Department Head
Security and Safety Services

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