Civil Service Form 48

DAILY TIME RECORD RIVERA, JUANITO M. JR. (NAME)

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

| Dow | A | M | P | M | T/U Total | Total |
|----------------|------|-------|------|------|-------------|--------------------------------|
| Day | IN | OUT | IN | OUT | | Total |
| 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 | 7:58 | 11:00 | 1:13 | 5:04 | 2hrs 28mins | 5hrs 32mins |
| 6-THU | 5:46 | 11:00 | 1:21 | 5:02 | 16mins | 7hrs 44mins |
| 7-FRI | 5:25 | 10:45 | 1:24 | 5:03 | | 8hrs |
| 8-SAT | | | | | | Off |
| 9-sun | | | | | | Off |
| 10-MON | | | | | | SUSPENDED 8:00 am 5:00 pm |
| 11-TUE | 5:28 | 11:00 | 1:07 | 5:08 | | 8hrs |
| 12-WED | 5:29 | 10:31 | 1:01 | 5:06 | | 8hrs |
| 13- THU | 5:33 | 10:35 | 1:25 | 5:03 | 3mins | 7hrs 57mins |
| 14-FRI | 5:30 | 10:44 | 1:12 | 5:02 | | 8hrs |
| 15-SAT | | | | | | Off |
| 16-SUN | | | | | | Off |
| 17-MON | | | | | | SEL |
| 18-TUE | | | | | | SEL |
| 19-WED | 5:28 | 10:38 | 1:12 | 5:05 | | 8hrs |
| 20- THU | 5:32 | 10:37 | 1:17 | 5:06 | 2mins | 7hrs 58mins |
| 21-FRI | 5:27 | 10:55 | 1:03 | 5:08 | | 8hrs |
| 22-SAT | | | | | | Off |
| 23-SUN | | | | | | Off |
| | | | | | | 5hrs |
| 24-MON | 5:29 | 10:37 | | | | SUSPENDED 12:01 pm 11:59 pm |
| 25-TUE | | | | | | SEL |
| 26-WED | | | | | | SEL |
| 27-тни | | | | | | SEL |
| 28-FRI | 5:25 | 10:36 | 1:17 | 5:06 | | 8hrs |
| 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.

JUANITO M. RIVERA JR.

VERIFIED as to prescribed office hours

CHRISTY M. DESADES

Department Head Department of Secondary Education

DAILY TIME RECORD RIVERA, JUANITO M. JR. (NAME)

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

| IN OUT IN OUT Off | Total | 77.77 | PM | | AM | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|------------------------------|-------------|------|------|-------|------|----------------|
| 2-SUN | | 1/0 | OUT | IN | OUT | IN | Day | |
| 3-MON | | Off | | | | | | 1-SAT |
| 3-MON | | Off | | | | | | 2-sun |
| ### Section | | SUSPENDED 8:00 am 5:00 pr | | | | | | 3-MON |
| 6-THU 5:46 11:00 1:21 5:02 16mins 7hrs 44min 7-FRI 5:25 10:45 1:24 5:03 8hrs 8-SAT Off Off 9-SUN Off Off 10-MON SUSPENDER 8:00 am 5: 11-TUE 5:28 11:00 1:07 5:08 8hrs 12-WED 5:29 10:31 1:01 5:06 8hrs 13-THU 5:33 10:35 1:25 5:03 3mins 7hrs 57min 14-FRI 5:30 10:44 1:12 5:02 8hrs 15-SAT Off Off Off 17-MON SEL SEL 18-TUE SEL SEL 19-WED 5:28 10:38 1:12 5:05 8hrs 20-THU 5:32 10:37 1:17 5:06 2mins 7hrs 58min 21-FRI 5:27 10:55 1:03 5:08 8hrs 22-SAT <td></td> <td>SUSPENDED 8:00 am 5:00 pr</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>4-TUE</td> | | SUSPENDED 8:00 am 5:00 pr | | | | | | 4- TUE |
| 7-FRI 5:25 10:45 1:24 5:03 8hrs 8-SAT | ıs | 5hrs 32mins | 2hrs 28mins | 5:04 | 1:13 | 11:00 | 7:58 | 5-WED |
| 8-SAT 9-SUN 0ff | ıs | 7hrs 44mins | 16mins | 5:02 | 1:21 | 11:00 | 5:46 | 6-THU |
| 9-SUN | | 8hrs | | 5:03 | 1:24 | 10:45 | 5:25 | 7-fri |
| 10-MON | | Off | | | | | | 8-SAT |
| 10-MON | | Off | | | | | | 9-sun |
| 12-WED 5:29 10:31 1:01 5:06 8hrs 13-THU 5:33 10:35 1:25 5:03 3mins 7hrs 57min 14-FRI 5:30 10:44 1:12 5:02 8hrs 15-SAT Off Off 16-SUN Off Off 17-MON SEL SEL 18-TUE SEL SEL 19-WED 5:28 10:38 1:12 5:05 8hrs 20-THU 5:32 10:37 1:17 5:06 2mins 7hrs 58min 21-FRI 5:27 10:55 1:03 5:08 8hrs 22-SAT Off Off 24-MON 5:29 10:37 Selection Selection 24-MON 5:29 10:37 Selection Selection | | SUSPENDED 8:00 am 5:00 pr | | | | | | 10-MON |
| 13-THU 5:33 10:35 1:25 5:03 3mins 7hrs 57min 14-FRI 5:30 10:44 1:12 5:02 8hrs 15-SAT Off Off 16-SUN Off Off 17-MON SEL SEL 18-TUE SEL SEL 19-WED 5:28 10:38 1:12 5:05 8hrs 20-THU 5:32 10:37 1:17 5:06 2mins 7hrs 58min 21-FRI 5:27 10:55 1:03 5:08 8hrs 22-SAT Off Off 24-MON 5:29 10:37 SUSPENDER 24-MON 5:29 10:37 SUSPENDER | | 8hrs | | 5:08 | 1:07 | 11:00 | 5:28 | 11-TUE |
| 14-FRI 5:30 10:44 1:12 5:02 8hrs 15-SAT Off 16-SUN Off 17-MON SEL 18-TUE SEL 19-WED 5:28 10:38 1:12 5:05 8hrs 20-THU 5:32 10:37 1:17 5:06 2mins 7hrs 58min 21-FRI 5:27 10:55 1:03 5:08 8hrs 22-SAT Off 23-SUN Off 24-MON 5:29 10:37 Suspender 12:01 pm 12:01 pm | | 8hrs | | 5:06 | 1:01 | 10:31 | 5:29 | 12-WED |
| 15-SAT | ıs | 7hrs 57mins | 3mins | 5:03 | 1:25 | 10:35 | 5:33 | 13- THU |
| 16-SUN | | 8hrs | | 5:02 | 1:12 | 10:44 | 5:30 | 14-FRI |
| 17-MON SEL | | Off | | | | | | 15-SAT |
| 18-TUE SEL 19-WED 5:28 10:38 1:12 5:05 8hrs 20-THU 5:32 10:37 1:17 5:06 2mins 7hrs 58min 21-FRI 5:27 10:55 1:03 5:08 8hrs 22-SAT Off 23-SUN Off 24-MON 5:29 10:37 Suspender 12:01 pm 12:01 pm | | Off | | | | | | 16-SUN |
| 19-WED 5:28 10:38 1:12 5:05 8hrs 20-THU 5:32 10:37 1:17 5:06 2mins 7hrs 58min 21-FRI 5:27 10:55 1:03 5:08 8hrs 22-SAT Off 23-SUN Off 24-MON 5:29 10:37 Suspended 12:01 pm 1 | | SEL | | | | | | 17-MON |
| 20-THU 5:32 10:37 1:17 5:06 2mins 7hrs 58min 21-FRI 5:27 10:55 1:03 5:08 8hrs 22-SAT Off 23-SUN Off 24-MON 5:29 10:37 SUSPENDER 12:01 pm 1 | | SEL | | | | | | 18-TUE |
| 21-FRI 5:27 10:55 1:03 5:08 8hrs | | 8hrs | | 5:05 | 1:12 | 10:38 | 5:28 | 19- WED |
| 22-SAT Off 23-SUN Off 24-MON 5:29 10:37 Suspended 12:01 pm 1 | ns | 7hrs 58mins | 2mins | 5:06 | 1:17 | 10:37 | 5:32 | 20 -THU |
| 23-SUN Off 24-MON 5:29 10:37 Suspender 12:01 pm 1 | | 8hrs | | 5:08 | 1:03 | 10:55 | 5:27 | 21-FRI |
| 24-MON 5:29 10:37 5hrs SUSPENDED 12:01 pm 1 | | Off | | | | | | 22-SAT |
| 24-MON 5:29 10:37 SUSPENDED 12:01 pm 1 | | Off | | | | | | 23-SUN |
| 12:01 pm 1 | | 5hrs | | | | | | |
| 25-TUE SEL | | SUSPENDED 12:01 pm 11:59 | | | | 10:37 | 5:29 | 24-MON |
| | | SEL | | | | | | 25-TUE |
| 26-WED SEL | | SEL | | | | | | 26-WED |
| 27-THU SEL | | SEL | | | | | | 27 -THU |
| 28-FRI 5:25 10:36 1:17 5:06 8hrs | | 8hrs | | 5:06 | 1:17 | 10:36 | 5:25 | 28-FRI |
| 29-SAT Off | | Off | | | | | | 29-SAT |
| 30-SUN Off | | Off | | | | | | 30-sun |

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

JUANITO M. RIVERA JR.

VERIFIED as to prescribed office hours

CHRISTY M. DESADES

Department Head Department of Secondary Education