

DAILY TIME RECORD
SANGUILLOSA, JERRY B.
(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	7:14	12:00	12:01	7:41		8hrs
2-TUE	6:22	12:09	12:12	7:01		8hrs
3-WED	8:01	12:43	12:46	9:18	1min	7hrs 59mins
4-THU	8:10	12:04	12:05	5:08	10mins	7hrs 50mins
5-FRI	7:55	12:06	12:06	8:19		8hrs
6-SAT						Off
7-SUN						Off
8-MON	7:40	12:06	12:08	5:33		8hrs
9-TUE	6:51	12:22	12:36	7:09		8hrs
10-WED	6:36	12:15	12:30	8:27		8hrs
11-THU	7:45	12:30	12:38	7:12		8hrs
12-FRI	7:42	12:16	12:17	5:07		8hrs
13-SAT						Off
14-SUN						Off
15-MON	7:55	12:01	12:02	7:37		8hrs
16-TUE	5:50	12:03	12:12	8:19		8hrs
17-WED	6:09	12:58	12:58	6:55		8hrs
18-THU	7:45	12:11	12:24	6:36		8hrs
19-FRI	7:52	12:50	12:51	7:32		8hrs
20-SAT						OB
21-SUN						OB
22-MON						OB
23-TUE						OB
24-WED						OB
25-THU						OB
26-FRI						OB
27-SAT						Off
28-SUN						Off
29-MON	8:00	12:04	12:05	5:24		8hrs
30-TUE	6:50	12:21	12:22	7:10		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.

JERRY B. SANGUILLOSA

VERIFIED as to prescribed office hours

LUZ O. MORENO

Department Head
Department of Plant Breeding and Genetics

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