

DAILY TIME RECORD  
BORNIA S, EUTIQUIO B.

(NAME)

For the month of  
October 1 - 31, 2025  
Official hours for arrival and departure  
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED	6:08	11:05	2:00	7:08	8mins	7hrs 52mins
2-THU	5:22	11:10	2:31	7:02		8hrs
3-FRI	5:13	11:44	12:06	7:20		8hrs
4-SAT						Off
5-SUN						Off
6-MON	5:21	10:21	2:23	7:16		8hrs
7-TUE	5:14	11:04	1:20	7:15		8hrs
8-WED	5:27	11:39	2:37	7:22		8hrs
9-THU	5:21	11:56	2:36	7:19		8hrs
10-FRI						SL
11-SAT						Off
12-SUN						Off
13-MON	5:18	11:02	2:25	6:59		8hrs
14-TUE	5:22	12:00	2:31	7:04		8hrs
15-WED	5:23	11:10	2:35	7:10		8hrs
16-THU	5:36	11:20	2:34	7:09		8hrs
17-FRI	5:26	11:19	2:03	6:25		8hrs
18-SAT						Off
19-SUN						Off
20-MON						Holiday
21-TUE	5:40	11:49	1:46	6:09	51mins	7hrs 9mins
22-WED						SL
23-THU	5:07	12:52	2:14	5:33	1hr 27mins	6hrs 33mins
24-FRI	5:14	11:30	2:31	6:42	18mins	7hrs 42mins
25-SAT						Off
26-SUN						Off
27-MON	5:12	11:21	2:21	6:59	1min	7hrs 59mins
28-TUE	5:03	11:25	1:38	7:16		8hrs
29-WED	5:20	12:11	12:13	7:00		8hrs
30-THU	5:17	10:51	2:33	7:02		8hrs
31-FRI						Holiday

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.

EUTIQUIO B. BORNIA S

VERIFIED as to prescribed office hours

CHERYL C. BATISTEL

Department Head  
Department of Biological Sciences

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