

DAILY TIME RECORD  
ASILOM, VINCENT PAUL C.

(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						Off
3-MON		12:05	12:07		8hrs	SUSPENDED 8:00 am 5:00 pm
4-TUE						SUSPENDED 8:00 am 5:00 pm
5-WED		12:02	12:03	5:23	4hrs	4hrs
6-THU	7:53	12:06	12:08		4hrs	4hrs
7-FRI	7:56	12:22	12:23	5:09		8hrs
8-SAT						Off
9-SUN						Off
10-MON						SUSPENDED 8:00 am 5:00 pm
11-TUE	7:54	12:14	12:15	5:03		8hrs
12-WED	8:00	12:01	12:05	5:26		8hrs
13-THU	8:07	12:26	12:27	5:46	7mins	7hrs 53mins
14-FRI	7:46	12:34	12:35	5:16		8hrs
15-SAT						Off
16-SUN						Off
17-MON						SEL
18-TUE						SEL
19-WED	8:03	12:04	12:06	6:09	3mins	7hrs 57mins
20-THU	7:27	12:13	12:15	5:30		8hrs
21-FRI	7:41	12:25	12:26		4hrs	4hrs
22-SAT						Off
23-SUN						Off
24-MON						SUSPENDED 12:01 pm 11:59 pm
25-TUE	8:01	12:08	12:09	5:32	1min	7hrs 59mins
26-WED	7:35	12:03	12:05	5:35		8hrs
27-THU	7:37	12:11	12:12	5:08		8hrs
28-FRI	7:37				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.

VINCENT PAUL C. ASILOM

VERIFIED as to prescribed office hours

DODONG NEIL L. BARRIENTOS

Department Head  
Motor Pool Services Unit

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