

DAILY TIME RECORD
GONZAGA, EDILBERTO L. JR.
(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						Absent
2-THU	7:46	12:14	12:15	5:32		8hrs
3-FRI	7:52	12:05	12:06	5:17		8hrs
4-SAT						Off
5-SUN						Off
6-MON	7:03	12:50	12:51	7:18		8hrs
7-TUE	7:52	12:37		5:37	4hrs	4hrs
8-WED		12:11	12:12	7:35	4hrs	4hrs
9-THU	7:15	12:52	12:54	5:21		8hrs
10-FRI	7:49	12:23	12:52	6:58		8hrs SUSPENDED 12:00 pm 11:59 pm
11-SAT						Off
12-SUN						Off
13-MON	7:37	12:16	12:20	6:16		10hrs 35mins
14-TUE	8:06	12:17	12:19	6:53		10hrs 45mins
15-WED		12:24	12:26	6:19	2hrs 7mins	5hrs 53mins
16-THU	8:10	12:35	12:37	5:52		9hrs 40mins
17-FRI		12:54	12:55	5:27	3hrs 28mins	4hrs 32mins
18-SAT						Off
19-SUN						Off
20-MON						Holiday
21-TUE						BUILDING A CULTURE OF SAFETY: PREPAREDNESS AGAINST DISASTERS, THREATS AND RISKS
22-WED	6:54	12:35	12:37	5:31		8hrs
23-THU	7:28	12:09	12:11	5:37		8hrs
24-FRI	7:46	12:17	12:19	5:23		8hrs
25-SAT						Off
26-SUN						Off
27-MON		12:20	12:22	5:51	4hrs	4hrs
28-TUE	8:02	12:29	12:30	6:23	2mins	7hrs 58mins
29-WED		12:20	12:22	6:34	4hrs	4hrs
30-THU	8:10	12:43	12:45	5:59	10mins	7hrs 50mins
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.

EDILBERTO L. GONZAGA JR.

VERIFIED as to prescribed office hours

SWEET CHARISH G. GODINEZ

Department Head
Department of Statistics

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