

DAILY TIME RECORD  
PALERMO, ALDRIN R.

(NAME)

For the month of  
March 1 - 31, 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	7:06	1:19	1:21	5:17	6mins	8hrs 54mins
4-TUE	8:34	1:04	1:06	5:01	4mins	7hrs 26mins
5-WED	8:30	12:46	12:50	4:37		7hrs
6-THU	7:00	1:28	1:31	5:08		9hrs
7-FRI	8:29	1:15	1:17	5:02		7hrs 30mins
8-SAT						Off
9-SUN						Off
10-MON	7:03	1:01	1:03	5:00	3mins	8hrs 57mins
11-TUE	8:30	1:32	1:34	5:01		7hrs 30mins
12-WED	8:28	12:52	12:54	4:39		7hrs
13-THU	6:58	1:35	1:37	5:06		9hrs
14-FRI	8:30	1:07	1:09	5:29		7hrs 30mins
15-SAT						Off
16-SUN						Off
17-MON	8:00	12:29	12:30	5:04		9hrs 3mins
18-TUE	8:00	12:13	12:15	5:01		8hrs 59mins
19-WED	7:59	12:14	12:16	5:07		9hrs 6mins
20-THU	6:55	12:47	12:49	5:01		10hrs 4mins
21-FRI	7:59	12:37	12:41	5:01		8hrs 58mins
22-SAT						Off
23-SUN						Off
24-MON	7:01	10:30	10:32	5:01	1min	8hrs 59mins
25-TUE	8:16	1:16	1:18			4hrs 30mins SUSPENDED 1:00 pm 5:00 pm
26-WED	8:30	12:24	12:26	4:33		7hrs
27-THU	6:57	10:00	11:00	5:11		9hrs
28-FRI	8:28	1:21	1:23	5:00		7hrs 30mins
29-SAT						Off
30-SUN						Off
31-MON	7:00	10:03	10:10	5:03		9hrs

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.

ALDRIN R. PALERMO

VERIFIED as to prescribed office hours

MARY ANN G. COBICO

Department Head  
Department of Philosophy and Social Sciences

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