

DAILY TIME RECORD
QUIMILAT, MAX TEODY T.

(NAME)

For the month of
January 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						Holiday
2-THU	9:18	12:04	12:05		5hrs 18mins	2hrs 42mins
3-FRI						Absent
4-SAT						Off
5-SUN						Off
6-MON		12:11	12:41	5:33	4hrs	4hrs
7-TUE	7:44	12:11	12:20	5:14		8hrs
8-WED			1:42	4:36	5hrs 6mins	2hrs 54mins
9-THU						Absent
10-FRI						Absent
11-SAT						Off
12-SUN						Off
13-MON	7:50	12:25	12:29	5:00		8hrs
14-TUE						Absent
15-WED						Absent
16-THU						Absent
17-FRI						Absent
18-SAT						Off
19-SUN						Off
20-MON		12:14	12:17		8hrs	
21-TUE		12:02	12:05	5:27	4hrs	4hrs
22-WED		12:02	12:03		8hrs	
23-THU						Absent
24-FRI		12:15	12:28	5:14	4hrs	4hrs
25-SAT						Off
26-SUN						Off
27-MON		12:06			8hrs	
28-TUE						Absent
29-WED						Holiday
30-THU	8:21	12:08	12:12	5:15	21mins	7hrs 39mins
31-FRI	7:21	12:27	12:28	3:01	1hr 59mins	6hrs 1min

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.

MAX TEODY T. QUIMILAT

VERIFIED as to prescribed office hours

SANTIAGO T. PEÑA JR.

Department Head
Office of the Vice President for Research, Extension and Innovation

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