

DAILY TIME RECORD
QUIMILAT, MAX TEODY T.

(NAME)

For the month of
April 1 - 30, 2025
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-TUE						Holiday
2-WED	7:15	11:12	11:23	1:05	15mins	4hrs 45mins
3-THU						Absent
4-FRI		11:23	11:27	1:05	4hrs	1hr
5-SAT						Off
6-SUN						Off
7-MON	7:54	12:31	12:32	5:00		8hrs 1min
8-TUE	6:46	12:05			4hrs	5hrs
9-WED						Holiday
10-THU						Absent
11-FRI						Absent
12-SAT						Off
13-SUN						Off
14-MON						Absent
15-TUE						Absent
16-WED						SUSPENDED 12:00 pm 11:59 pm
17-THU						Holiday
18-FRI						Holiday
19-SAT						Off
20-SUN						Off
21-MON	6:53	12:40	12:54	5:01		8hrs 1min
22-TUE						Absent
23-WED						Absent
24-THU	8:18	12:07	12:08		9hrs 18mins	3hrs 42mins
25-FRI						Absent
26-SAT						Off
27-SUN						Off
28-MON						101ST VSU ANNIVERSARY
29-TUE						101ST VSU ANNIVERSARY
30-WED						101ST VSU ANNIVERSARY

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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