

DAILY TIME RECORD
GAVIOLA, JOHN CHRISTIAN L.
(NAME)

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

| Day | AM | | PM | | T/U | Total |
|--------|------|-------|-------|------|-------|---|
| | IN | OUT | IN | OUT | | |
| 1-MON | 7:08 | 12:07 | 12:09 | 6:40 | | 8hrs |
| 2-TUE | 7:48 | 12:10 | 12:11 | 6:25 | | 8hrs |
| 3-WED | 7:14 | 12:40 | 12:41 | 5:14 | | 8hrs |
| 4-THU | 7:21 | 12:10 | 12:12 | 6:28 | | 8hrs |
| 5-FRI | 7:51 | 12:07 | 12:10 | 7:25 | | 8hrs |
| 6-SAT | | | | | | Off |
| 7-SUN | | | | | | Off |
| 8-MON | 7:53 | 12:09 | 12:10 | 5:43 | | 8hrs |
| 9-TUE | 6:54 | 12:08 | 12:09 | 5:15 | | 8hrs |
| 10-WED | | | | | | OB |
| 11-THU | 8:08 | 12:06 | 12:08 | 7:03 | 8mins | 7hrs 52mins |
| 12-FRI | | | | | | SL |
| 13-SAT | | | | | | Off |
| 14-SUN | | | | | | Off |
| 15-MON | | | | | | OB |
| 16-TUE | | | | | | OB |
| 17-WED | | | | | | OB |
| 18-THU | 7:27 | 12:08 | 12:11 | 7:55 | | 8hrs |
| 19-FRI | 7:54 | 12:26 | 12:27 | 6:00 | | 8hrs |
| 20-SAT | | | | | | Off |
| 21-SUN | | | | | | Off |
| 22-MON | 8:07 | 12:32 | | | | 3hrs 53mins SUSPENDED 12:01 pm 11:59 pm |
| 23-TUE | 7:53 | 12:09 | 12:11 | 6:49 | | 8hrs |
| 24-WED | 7:49 | 12:28 | 12:30 | 6:29 | | 8hrs |
| 25-THU | 8:03 | 12:51 | 12:53 | | | 3hrs 57mins SUSPENDED 12:01 pm 11:59 pm |
| 26-FRI | | | | | | SUSPENDED 12:01 am 11:59 pm |
| 27-SAT | | | | | | Off |
| 28-SUN | | | | | | Off |
| 29-MON | 8:00 | 12:54 | 12:55 | 7:03 | | 8hrs |
| 30-TUE | 7:46 | 12:04 | 12:05 | 5:45 | | 8hrs |

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.

JOHN CHRISTIAN L. GAVIOLA

VERIFIED as to prescribed office hours

JANNET C. BENCURE
Department Head
Faculty of Engineering

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(NAME)

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| 5-FRI | 7:51 | 12:07 | 12:10 | 7:25 | | 8hrs |
| 6-SAT | | | | | | Off |
| 7-SUN | | | | | | Off |
| 8-MON | 7:53 | 12:09 | 12:10 | 5:43 | | 8hrs |
| 9-TUE | 6:54 | 12:08 | 12:09 | 5:15 | | 8hrs |
| 10-WED | | | | | | OB |
| 11-THU | 8:08 | 12:06 | 12:08 | 7:03 | 8mins | 7hrs 52mins |
| 12-FRI | | | | | | SL |
| 13-SAT | | | | | | Off |
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