

DAILY TIME RECORD
DOMINGO, PRECIOUS C.

(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 | 8:00 | 12:56 | 1:00 | 5:00 | | 8hrs |
| 2-THU | 8:11 | 1:10 | 1:12 | 5:06 | 11mins | 7hrs 49mins |
| 3-FRI | 8:15 | 12:07 | 12:08 | 5:01 | 15mins | 7hrs 45mins |
| 4-SAT | | | | | | Off |
| 5-SUN | | | | | | Off |
| 6-MON | 8:15 | 1:02 | 1:03 | 5:06 | 15mins | 7hrs 45mins |
| 7-TUE | 8:00 | 12:15 | 12:20 | 5:02 | | 8hrs |
| 8-WED | 8:20 | 12:01 | 12:04 | 5:00 | 20mins | 7hrs 40mins |
| 9-THU | | | | | | SL |
| 10-FRI | 7:50 | 12:07 | 12:09 | 5:05 | | 8hrs SUSPENDED 12:00 pm 11:59 pm |
| 11-SAT | | | | | | Off |
| 12-SUN | | | | | | Off |
| 13-MON | | | | | | OB |
| 14-TUE | | | | | | OB |
| 15-WED | | | | | | OB |
| 16-THU | | | | | | OB |
| 17-FRI | | | | | | OB |
| 18-SAT | | | | | | Off |
| 19-SUN | | | | | | Off |
| 20-MON | | | | | | Holiday |
| 21-TUE | 8:11 | 12:04 | 12:07 | 5:05 | 11mins | 7hrs 49mins |
| 22-WED | 8:10 | 12:14 | 12:15 | 5:00 | 10mins | 7hrs 50mins |
| 23-THU | 8:13 | 12:27 | 12:29 | 5:12 | 46mins | 7hrs 14mins |
| 24-FRI | 8:07 | 12:22 | 12:23 | 5:01 | 7mins | 7hrs 53mins |
| 25-SAT | | | | | | Off |
| 26-SUN | | | | | | Off |
| 27-MON | 7:59 | 12:07 | 12:09 | 5:02 | 53mins | 7hrs 7mins |
| 28-TUE | 8:15 | 12:03 | 12:06 | 5:00 | 15mins | 7hrs 45mins |
| 29-WED | 7:58 | 12:06 | 12:07 | 5:01 | | 8hrs |
| 30-THU | 7:54 | 1:05 | 1:11 | 6:52 | | 8hrs |
| 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.

PRECIOUS C. DOMINGO

VERIFIED as to prescribed office hours

CHERRY N. ROLA

Department Head
Department of Arts, Languages, and Literature

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