

DAILY TIME RECORD
ESTUPA, DIONESIO I.

(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 | 7:59 | 12:18 | 12:20 | 5:02 | | 8hrs |
| 4-TUE | 8:00 | 12:18 | 12:20 | 5:04 | | 8hrs |
| 5-WED | 7:59 | 12:03 | 12:33 | 5:01 | | 8hrs |
| 6-THU | 8:17 | 12:27 | 12:44 | 5:07 | 17mins | 7hrs 43mins |
| 7-FRI | 8:13 | 12:11 | 12:13 | 5:05 | 13mins | 7hrs 47mins |
| 8-SAT | | | | | | Off |
| 9-SUN | | | | | | Off |
| 10-MON | 8:20 | 12:10 | 12:12 | 5:04 | 20mins | 7hrs 40mins |
| 11-TUE | 8:00 | 12:10 | 12:15 | 5:01 | | 8hrs |
| 12-WED | 7:58 | 12:02 | 12:10 | 5:00 | | 8hrs |
| 13-THU | 8:00 | 12:11 | 12:27 | 5:05 | | 8hrs |
| 14-FRI | 8:15 | 12:05 | 12:08 | 5:01 | 15mins | 7hrs 45mins |
| 15-SAT | 7:50 | 12:09 | 12:11 | 5:00 | | 9hrs 8mins |
| 16-SUN | | | | | | Off |
| 17-MON | 7:43 | 12:07 | 12:33 | 5:03 | | 8hrs |
| 18-TUE | 7:43 | 12:07 | 12:32 | 5:01 | | 8hrs |
| 19-WED | 8:18 | 12:00 | 12:08 | 5:03 | 18mins | 7hrs 42mins |
| 20-THU | 8:00 | 12:11 | 12:13 | 5:03 | | 8hrs |
| 21-FRI | 7:45 | 12:02 | 12:05 | 5:03 | | 8hrs |
| 22-SAT | 7:34 | 12:22 | 12:23 | 4:19 | | 8hrs 44mins |
| 23-SUN | 7:55 | 12:32 | 12:35 | 4:19 | | 8hrs 21mins |
| 24-MON | 8:00 | 12:05 | 12:06 | 5:05 | | 8hrs |
| 25-TUE | 8:26 | 12:35 | 12:46 | | | 3hrs 34mins SUSPENDED 1:00 pm 5:00 pm |
| 26-WED | 8:01 | 12:12 | 12:14 | 5:03 | 1min | 7hrs 59mins |
| 27-THU | 8:20 | 12:31 | 12:46 | 5:04 | 20mins | 7hrs 40mins |
| 28-FRI | 8:00 | 12:11 | 12:15 | 5:01 | | 8hrs |
| 29-SAT | | | | | | Off |
| 30-SUN | | | | | | Off |
| 31-MON | 7:59 | 12:01 | 12:04 | 5:02 | | 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.

DIONESIO I. ESTUPA

VERIFIED as to prescribed office hours

MAGDALENE C. UNAJan

Department Head
Department of Computer Science and Technology

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ESTUPA, DIONESIO I.

(NAME)

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