

DAILY TIME RECORD
POSAS, HENRY P.
(NAME)

For the month of
November 1 - 30, 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	12:00	8:04				8hrs SUSPENDED 8:00 am 5:00 pm
4-TUE						SUSPENDED 8:00 am 5:00 pm
5-WED						Absent
6-THU						Absent
7-FRI	12:00	8:02				8hrs
8-SAT						Off
9-SUN						Off
10-MON						SEL
11-TUE						SEL
12-WED			3:34	11:59		8hrs
13-THU			3:25	11:59		8hrs
14-FRI			3:22	11:59		8hrs
15-SAT						Off
16-SUN						Off
17-MON						SEL
18-TUE						Off
19-WED	7:34	12:00	12:01	4:02		8hrs
20-THU						Absent
21-FRI	7:44	12:00	12:01	4:08		8hrs
22-SAT	7:42			4:02		
23-SUN	7:37			4:03		
24-MON						SEL
25-TUE						SEL
26-WED						Off
27-THU						Off
28-FRI	12:00				8hrs	
29-SAT	12:00	8:03				8hrs
30-SUN	12:00	8:09				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.

HENRY P. POSAS

VERIFIED as to prescribed office hours

No active Head. Please contact department clerk to assign head

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