

DAILY TIME RECORD
BENGALAN, ANTONIO 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			10:57			SUSPENDED 8:00 am 5:00 pm
4-TUE						SUSPENDED 8:00 am 5:00 pm
5-WED						Absent
6-THU		8:02			8hrs	
7-FRI	12:00	8:02				8hrs
8-SAT						Off
9-SUN						Off
10-MON						SUSPENDED 8:00 am 5:00 pm
11-TUE						SEL
12-WED						Off
13-THU						Off
14-FRI						Off
15-SAT			3:33	11:59		8hrs
16-SUN			3:33	11:59		8hrs
17-MON	7:27	12:00	12:01	4:02		8hrs
18-TUE	7:25	12:00	12:01	4:02		8hrs
19-WED	7:21	12:00	12:01	4:02		8hrs
20-THU	7:26	12:00	12:01	4:04		8hrs
21-FRI						SEL
22-SAT						Off
23-SUN						Off
24-MON						Off
25-TUE						Off
26-WED						Absent
27-THU	12:00	8:02				8hrs
28-FRI	12:00	8:07				8hrs
29-SAT	12:00	8:03				8hrs
30-SUN	12:00	8:02				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.

ANTONIO P. BENGALAN

VERIFIED as to prescribed office hours

No active Head. Please contact department clerk to assign head

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