

DAILY TIME RECORD
FLORES, IRISH V.

(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						SUSPENDED 8:00 am 5:00 pm
4-TUE						SUSPENDED 8:00 am 5:00 pm
5-WED	8:00	12:00	1:00	5:00		8hrs
6-THU	5:45	12:00	1:00	5:00		8hrs
7-FRI	7:52	12:05	12:41	5:01		8hrs
8-SAT						Off
9-SUN						Off
10-MON						SUSPENDED 8:00 am 5:00 pm
11-TUE						SEL
12-WED	8:21	12:06	12:30	5:01	21mins	7hrs 39mins
13-THU	7:54	12:01	12:27	5:01		8hrs
14-FRI						SEL
15-SAT						Off
16-SUN						Off
17-MON	7:40	12:12	12:44	5:02		8hrs
18-TUE	8:55	12:04	12:28	6:00		8hrs
19-WED	8:57	12:01	12:28	6:00		8hrs
20-THU	8:06	12:03	12:30	5:00	6mins	7hrs 54mins
21-FRI						SEL
22-SAT						OB
23-SUN						OB
24-MON						OB
25-TUE						OB
26-WED						OB
27-THU						OB
28-FRI						SEL
29-SAT						Off
30-SUN						Off

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.

IRISH V. FLORES

VERIFIED as to prescribed office hours

VICENTE A. GILOS

Department Head
University Learning Commons (Library)

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