

DAILY TIME RECORD

ACOB, JOEL REY U.

(NAME)

For the month of  
February 1 - 28, 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	7:49	12:04	12:20	5:07		8hrs
4-TUE	7:59	12:07	12:19	5:09		8hrs
5-WED	8:15	12:17	12:22	5:10	15mins	7hrs 45mins
6-THU	8:02	12:04	12:06	5:10	2mins	7hrs 58mins
7-FRI	7:54	12:36	12:38	5:14		8hrs
8-SAT						Off
9-SUN						Off
10-MON						SUSPENDED 8:00 am 11:59 pm
11-TUE	7:50	12:02	12:04	5:02		8hrs
12-WED						OB
13-THU						OB
14-FRI	8:04	12:11	12:12	6:10	4mins	7hrs 56mins
15-SAT						Off
16-SUN						Off
17-MON	7:51		7:51	5:02	4hrs	4hrs
18-TUE	7:57	12:03	12:05	5:11		8hrs
19-WED	8:06	12:06	12:07	5:15	6mins	7hrs 54mins
20-THU	8:02	12:21	12:24	5:17	2mins	7hrs 58mins
21-FRI	8:31	12:18	12:20	5:20	31mins	7hrs 29mins
22-SAT						Off
23-SUN						Off
24-MON	7:58	12:17	12:19	5:10		8hrs
25-TUE	8:03	12:02	12:10	5:38	3mins	7hrs 57mins
26-WED						OB
27-THU	7:38	12:11	7:38	5:43		8hrs
28-FRI	7:46	12:03	12:05	6:11		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.

JOEL REY U. ACOB

VERIFIED as to prescribed office hours

PROSE IVY G. YEPES

President  
Office of the President

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