

DAILY TIME RECORD  
CALDA, MICHELLE A.  
(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	7:56	12:03	12:08	5:03		8hrs
4-TUE	7:55	12:06	12:08	5:05		8hrs
5-WED	7:56	12:02	12:04	5:03		8hrs
6-THU	7:57	12:10	12:13	5:22		8hrs
7-FRI						SOL
8-SAT						Off
9-SUN						Off
10-MON	7:52	12:04	12:06	5:03		8hrs
11-TUE	7:58	12:10	12:25	5:05		8hrs
12-WED	7:48	12:38	12:44	5:09		8hrs
13-THU	7:57	12:11	12:55	5:27		8hrs
14-FRI	7:57	12:07	12:55	5:00		8hrs
15-SAT						Off
16-SUN						Off
17-MON	7:54	12:08	12:09	5:36		9hrs 41mins
18-TUE	7:57	12:52	12:53	5:20		9hrs 22mins
19-WED	7:02	12:42	12:52	5:49		10hrs 37mins
20-THU	4:15	12:27	12:38	5:10		12hrs 44mins
21-FRI	5:24	12:12	12:14	6:07		12hrs 41mins
22-SAT						Off
23-SUN						Off
24-MON	7:56	12:04	12:17	5:15		8hrs
25-TUE	7:56	12:54	7:56			4hrs SUSPENDED 1:00 pm 5:00 pm
26-WED						OB
27-THU						OB
28-FRI						OB
29-SAT						OB
30-SUN						Off
31-MON	7:55	12:54	12:55	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.

MICHELLE A. CALDA

VERIFIED as to prescribed office hours

CHRISTIAN VIE P. BALDONADO  
Department Head  
Faculty of Nursing

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