

DAILY TIME RECORD
AMIHAN, GUADA FE D.

(NAME)

For the month of
October 1 - 31, 2025
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-WED	8:00	12:10	12:15	5:09		8hrs
2-THU			12:35	5:26		4hrs (SL half day)
3-FRI						SOL
4-SAT						Off
5-SUN						Off
6-MON	8:04	12:07	12:10	5:19	4mins	7hrs 56mins
7-TUE	7:49	12:13	12:33	5:19		8hrs
8-WED	7:54	12:18	12:39	5:08		8hrs
9-THU	8:00	12:19	12:58	5:15		8hrs
10-FRI	8:02	8:01	12:18	5:10		4hrs SUSPENDED 12:00 pm 11:59 pm
11-SAT						Off
12-SUN						Off
13-MON	8:00	12:08	12:12	5:05		8hrs
14-TUE	8:00	12:10	12:15	5:11		8hrs
15-WED			12:28	5:08	4hrs	4hrs
16-THU	8:04	12:09	12:14	5:07	4mins	7hrs 56mins
17-FRI	8:02	12:07	12:10	5:09	2mins	7hrs 58mins
18-SAT						Off
19-SUN						Off
20-MON						Holiday
21-TUE						SL
22-WED	7:57	12:07	12:34	5:08		8hrs
23-THU	8:03	12:11	12:12	5:07	3mins	7hrs 57mins
24-FRI	8:00	12:11	12:13	5:03		8hrs
25-SAT						Off
26-SUN						Off
27-MON	7:18	12:12	12:38	5:07		8hrs
28-TUE	8:02	12:08	12:11	5:06	2mins	7hrs 58mins
29-WED	8:03	12:05	12:07	5:09	3mins	7hrs 57mins
30-THU	6:42	12:02	12:47	5:05		8hrs
31-FRI						Holiday

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.

GUADA FE D. AMIHAN

VERIFIED as to prescribed office hours

CHRISTIAN VIE P. BALDONADO

Department Head
Faculty of Nursing

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