

DAILY TIME RECORD  
COBICO, MARY ANN G.  
(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	9:00	12:00	1:00	7:00		9hrs
7-FRI	7:00	10:30	11:30	3:00		7hrs
8-SAT						Off
9-SUN						Off
10-MON						SUSPENDED 8:00 am 5:00 pm
11-TUE	7:00	12:12	12:46	5:54	1hr 16mins	5hrs 44mins
12-WED	8:00	12:14	12:15	5:02		8hrs
13-THU	8:42	12:03	12:04	7:00		9hrs
14-FRI	6:34	11:15	11:23	3:02		7hrs
15-SAT						Off
16-SUN						Off
17-MON	8:51	12:11	12:13	7:19		9hrs
18-TUE	6:51	10:32	10:51	3:06		7hrs
19-WED						OB
20-THU						OB
21-FRI						OB
22-SAT						Off
23-SUN						Off
24-MON	8:47	12:07				3hrs SUSPENDED 12:01 pm 11:59 pm
25-TUE	6:54	10:30	11:30	3:07		7hrs
26-WED	7:47	12:06	12:09	5:09		8hrs
27-THU	8:14	12:01	12:02	7:46		9hrs
28-FRI	6:42	10:47	11:29	3:04		7hrs
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.

MARY ANN G. COBICO

VERIFIED as to prescribed office hours

MARIA VANESSA E. GABUNADA  
Department Head  
Faculty of Humanities and Social Sciences

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