

**DAILY TIME RECORD**  
**RELEVO, VENICE LOU GABRIELLE C.**  
(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	8:08	12:07	12:11	5:05	8mins	7hrs 52mins
4-TUE						OB
5-WED						OB
6-THU						OB
7-FRI						OB
8-SAT						OB
9-SUN						Off
10-MON						SUSPENDED 8:00 am 11:59 pm
11-TUE						OB
12-WED						CONSULTATIVE MEETING WITH VSU PRESIDENT
13-THU	7:50	12:01	12:16	5:08		8hrs
14-FRI	8:15	12:16	12:18	5:18	15mins	7hrs 45mins
15-SAT						Off
16-SUN						Off
17-MON	8:00	12:09	12:11	5:15		8hrs
18-TUE						OB
19-WED						OB
20-THU						OB
21-FRI						OB
22-SAT						OB
23-SUN						Off
24-MON	8:12	12:09	12:43	5:03	12mins	7hrs 48mins
25-TUE	12:32	12:25	8:00	5:10		8hrs
26-WED	7:58	12:16	12:18	5:30		8hrs
27-THU	8:02	12:02	12:04	5:15	2mins	7hrs 58mins
28-FRI						SL

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.

**VENICE LOU GABRIELLE C. RELEVO**

VERIFIED as to prescribed office hours

**CHRISTIAN VIE P. BALDONADO**

Department Head  
Faculty of Nursing

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