

DAILY TIME RECORD  
CABALLERO, JAIME A.  
(NAME)

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

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-THU						Holiday
2-FRI						OB
3-SAT						Off
4-SUN						Off
5-MON	12:53	12:00	1:00	5:07		8hrs
6-TUE	7:40	12:04	12:05	5:04		8hrs
7-WED	7:46	12:07	12:08	5:11		8hrs
8-THU	7:40	12:38	12:38	11:08		8hrs
9-FRI	7:43	12:02	12:05	6:58		8hrs
10-SAT						Off
11-SUN						Off
12-MON						Holiday
13-TUE	7:33	12:00	12:02	7:17		8hrs
14-WED						OB
15-THU						OB
16-FRI						OB
17-SAT						OB
18-SUN						OB
19-MON						OB
20-TUE						OB
21-WED						OB
22-THU						OB
23-FRI						OB
24-SAT						OB
25-SUN						OB
26-MON						OB
27-TUE						OB
28-WED						OB
29-THU						OB
30-FRI						OB
31-SAT						OB

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.

JAIME A. CABALLERO

VERIFIED as to prescribed office hours

DODONG NEIL L. BARRIENTOS  
Department Head  
Motor Pool Services Unit

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