

DAILY TIME RECORD
CABALLERO, JAIME A.
(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		12:04	12:09		8hrs	SUSPENDED 8:00 am 5:00 pm
4-TUE						SUSPENDED 8:00 am 5:00 pm
5-WED	7:43	12:22	12:23	5:09		8hrs
6-THU	7:44	12:04	12:05		4hrs	4hrs
7-FRI	7:35	12:00	1:00	5:00		8hrs
8-SAT						Off
9-SUN						Off
10-MON						SUSPENDED 8:00 am 5:00 pm
11-TUE	7:42	12:06	12:08	5:02		8hrs
12-WED	7:26	12:06	12:08	6:42		8hrs
13-THU	7:24	12:00	1:00	5:00		8hrs
14-FRI	8:00	12:00	1:00	8:54		8hrs
15-SAT						Off
16-SUN						Off
17-MON	5:01	12:00	1:00	5:00		8hrs
18-TUE	7:45	12:01			4hrs	4hrs
19-WED	7:39	12:04	12:07	9:09		8hrs
20-THU	7:46	12:00	12:03	5:00		8hrs
21-FRI	5:54			9:53	8hrs	
22-SAT						Off
23-SUN						Off
24-MON						SEL
25-TUE						SEL
26-WED	7:26			5:03	8hrs	
27-THU	7:39	12:09	12:10	5:02		8hrs
28-FRI	6:23			7:29	8hrs	
29-SAT	10:53		10:53	8:22		
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.

JAIME A. CABALLERO

VERIFIED as to prescribed office hours

DODONG NEIL L. BARRIENTOS
Department Head
Motor Pool Services Unit

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