

DAILY TIME RECORD
ACOB, JOEL REY U.
(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						OB
2-SUN						Off
3-MON						SUSPENDE 8:00 am 5:00 pm
4-TUE						SUSPENDE 8:00 am 5:00 pm
5-WED						Absent
6-THU						SLP
7-FRI						CDO
8-SAT						Off
9-SUN						Off
10-MON						SUSPENDE 8:00 am 5:00 pm
11-TUE						Absent
12-WED	7:54	12:11	12:30		4hrs	4hrs
13-THU	8:17	12:10	12:13	5:12	17mins	7hrs 43mins
14-FRI	8:01	12:16	12:18	5:20	1min	7hrs 59mins
15-SAT						Off
16-SUN						Off
17-MON		12:02	12:05	5:16	4hrs	4hrs
18-TUE	8:10	12:32	12:34	4:32	38mins	7hrs 22mins
19-WED	8:05	12:09	12:15	5:11	5mins	7hrs 55mins
20-THU						SEL
21-FRI						SEL
22-SAT						Off
23-SUN						Off
24-MON	7:59	12:03	8:00			4hrs SUSPENDE 12:01 pm 11:59 pm
25-TUE	7:54	12:05	12:09	5:22		8hrs
26-WED	8:03	12:19	12:22	9:00	3mins	7hrs 57mins
27-THU						SEL
28-FRI						SEL
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.

JOEL REY U. ACOB

VERIFIED as to prescribed office hours

PROSE IVY G. YEPES
President
Office of the President

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