

DAILY TIME RECORD  
MABALHIN, JOEL Q.  
(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  | 7:07 |       |       |      | 8hrs  | SUSPENDED<br>8:00 am 5:00 pm           |
| 4-TUE  |      |       |       |      |       | SUSPENDED<br>8:00 am 5:00 pm           |
| 5-WED  | 7:27 | 12:10 | 12:11 | 5:00 |       | 8hrs                                   |
| 6-THU  | 7:00 | 12:38 | 12:40 | 5:00 |       | 8hrs                                   |
| 7-FRI  | 6:57 | 12:14 | 12:16 | 5:00 |       | 8hrs                                   |
| 8-SAT  |      |       |       |      |       | Off                                    |
| 9-SUN  |      |       |       |      |       | Off                                    |
| 10-MON |      |       |       |      |       | SUSPENDED<br>8:00 am 5:00 pm           |
| 11-TUE | 7:09 | 12:07 | 12:08 | 4:32 | 9mins | 7hrs 51mins                            |
| 12-WED | 8:00 | 12:10 | 12:13 | 5:03 |       | 8hrs                                   |
| 13-THU | 6:46 | 12:45 | 12:50 | 4:40 |       | 8hrs                                   |
| 14-FRI | 6:52 | 12:09 | 12:10 | 4:44 |       | 8hrs                                   |
| 15-SAT |      |       |       |      |       | Off                                    |
| 16-SUN |      |       |       |      |       | Off                                    |
| 17-MON | 6:46 | 12:10 | 12:15 | 5:02 |       | 8hrs                                   |
| 18-TUE | 6:45 | 12:25 | 12:26 | 5:10 |       | 8hrs                                   |
| 19-WED | 6:52 | 12:23 | 12:25 | 5:04 |       | 8hrs                                   |
| 20-THU | 6:44 | 12:27 | 12:28 | 4:52 |       | 8hrs                                   |
| 21-FRI | 6:52 | 12:28 | 12:30 | 4:07 |       | 8hrs                                   |
| 22-SAT |      |       |       |      |       | Off                                    |
| 23-SUN |      |       |       |      |       | Off                                    |
| 24-MON | 6:47 | 12:09 | 12:10 | 5:10 |       | 8hrs<br>SUSPENDED<br>12:01 pm 11:59 pm |
| 25-TUE | 6:54 | 12:19 | 12:20 | 4:44 |       | 8hrs                                   |
| 26-WED | 7:00 | 12:03 | 12:23 | 5:03 |       | 8hrs                                   |
| 27-THU | 6:41 | 12:01 | 12:20 | 4:28 |       | 8hrs                                   |
| 28-FRI | 6:33 | 12:17 | 12:18 | 6:35 |       | 8hrs                                   |
| 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 Q. MABALHIN

VERIFIED as to prescribed office hours

CHRISTY M. DESADES  
Department Head  
Department of Secondary Education

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(NAME)

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