

DAILY TIME RECORD
MANGAOANG, EURICE ED D.
(NAME)

For the month of
September 1 - 30, 2025
Official hours for arrival and departure
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON	6:44	1:06	1:21	6:01		8hrs
2-TUE	6:49	2:14	2:15	7:37		10hrs
3-WED	8:01	12:52			1min	3hrs 59mins
4-THU	6:47	1:06	1:07	6:33		8hrs
5-FRI	7:03	1:03	1:04	7:04	3mins	9hrs 57mins
6-SAT						Off
7-SUN						Off
8-MON	6:55	2:06	2:07	6:40		8hrs
9-TUE	6:53	1:05	1:06	7:01		10hrs
10-WED	7:50	12:12				4hrs
11-THU	6:45	1:42	1:43	5:45		8hrs
12-FRI	6:49	1:03	1:04	7:08		10hrs
13-SAT						Off
14-SUN						Off
15-MON	6:44	1:00	1:01	6:30		8hrs
16-TUE	6:54	1:03	1:04	7:06		10hrs
17-WED	7:48	12:06				4hrs
18-THU	6:44	1:09	1:10	6:31		8hrs
19-FRI	6:53	1:16	1:17	7:15		10hrs
20-SAT						Off
21-SUN						Off
22-MON						OB
23-TUE						OB
24-WED						OB
25-THU	6:56	12:00	1:00	3:48		5hrs 18mins SUSPENDED 12:01 pm 11:59 pm
26-FRI						SUSPENDED 12:01 am 11:59 pm
27-SAT						Off
28-SUN						Off
29-MON	6:55	1:26	1:27	6:30		8hrs
30-TUE	6:56	1:03	1:04	7:10		10hrs

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.

EURICE ED D. MANGAOANG

VERIFIED as to prescribed office hours

DORYN JAN L. AVILA
Department Head
Department of Business and Management

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