

DAILY TIME RECORD
NAZAL, VANESSA W.
(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						SUSPENDED 8:00 am 5:00 pm
4-TUE						SUSPENDED 8:00 am 5:00 pm
5-WED						SEL
6-THU						
7-FRI						
8-SAT						Off
9-SUN						Off
10-MON						SUSPENDED 8:00 am 5:00 pm
11-TUE	7:47	12:03	12:08	5:10		8hrs
12-WED	7:56	12:03	12:06	5:06		8hrs
13-THU	7:56	12:02	12:07	5:37		8hrs
14-FRI						SEL
15-SAT						Off
16-SUN						Off
17-MON	7:58	12:10	12:13	5:14		8hrs
18-TUE	8:04	12:06	12:08	5:12	4mins	7hrs 56mins
19-WED	7:57	12:02	12:06	5:26		8hrs
20-THU	7:57	12:09	12:10	5:28		8hrs
21-FRI	8:05	12:02	12:05	5:33	5mins	7hrs 55mins
22-SAT						Off
23-SUN						Off
24-MON	8:07	12:58				3hrs 53mins
						SUSPENDED 12:01 pm 11:59 pm
25-TUE	8:01	12:09	12:14	5:16	1min	7hrs 59mins
26-WED	8:02	12:03	12:05	5:19	2mins	7hrs 58mins
27-THU	7:54	12:35	12:38	5:11		8hrs
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.

VANESSA W. NAZAL

VERIFIED as to prescribed office hours

MA. RACHEL KIM L. AURE
Department Head
Instruction and Evaluation Office

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