

Time And Attendance Monitoring System

Daily Time Record

Insert name here

Name

For the month of _____ 20____

Regular Day/s _____ Saturday/s _____

Official Hours of arrival and departure

Day	A.M.		P.M.		Undertime	
	Arrival	Departure	Arrival	Departure	Hour	Minutes
1						
2						
3						
4						
5						
6						
7						
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