

DAILY TIME RECORD**(Name)**

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

In-Charge

(See Instructions on back)

DAILY TIME RECORD**(Name)**

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
TOTAL						

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In-Charge

(See Instructions on back)

INSTRUCTIONS

Civil Service Form No. 48, after completion, Should be filed in the records of the Bureau or Office which submits the monthly report on Civil Service Form No. 3 to the Bureau of Civil Service.

In lieu of the above, court interpreters and stenographers who accompany the judges of the Court of First Instance will fill out the daily time reports on this form in triplicate, after which they should be approved by the judge with whom service has been rendered, or by an officer of the Department of Justice authorized to do so. The original should be forwarded promptly after the end of the month to the Bureau of Civil Service, thru the Department of Justice, the duplicate to kept in the department of justice; and the triplicate, in the office of the Clerk of Court where service was rendered.

In the space provided for the purpose on the other side will be indicated the office hours the employee is required to observe, as for example, "Regular days, 8:00 to 12:00 and 1:00 to 4:00; Saturdays 8:00 to 1:00."

Attention is invited to paragraph 3, Civil Service Rule XV, Executive Order No. 5, series of 1909, which reads as follows:

"Each chief of a Bureau or Office shall require a daily record of attendance of all the officers and employees under him entitled to leave or absence or vacation (including teachers) to be kept on the proper form and also a systematic office record showing for each day all absences from duty from any cause whatever. At the beginning of each month he shall report to the Commissioner on the proper form of all absences from any cause whatever, including the exact amount of undertime of each person for each day. Officers or employees serving in the field or on the water need not be required to keep a daily record, but all absences of such employees must be included in the monthly report of changes and absences. Falsification of time records will render the offending officers or employee liable to summary removal

(NOTE - A record made from memory at sometime subsequent to the occurrence of as event is not reliable. Non observance of office hours deprives the employee of the leave privileges although he may have rendered overtime service. Where service rendered outside of the Office for the whole morning or afternoon, notation to that effect should be made clearly.)

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DAILY TIME RECORD**PACQUING EC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1	05:03	12:25		17:00		
2	04:56	12:06	13:13	16:58		
3	04:46	12:00	13:04			
4	04:51	12:10	16:59			
5	04:48		17:00	17:00		
6	04:49		13:16			
7		16:49				
8	05:48					
9	04:00					
10	04:00		13:59			
11			Absence			
12	04:26					
13			Absence			
14						
15	05:32	12:00		14:01		
16	04:12		12:53			
17			14:02	14:01		
18	04:08	12:00	13:01			
19	04:20		13:59			
20	04:19		14:04			
21						
22	05:41					
23	04:18		14:03			
24	04:25		14:02			
25	04:18		14:01			
26	04:30		14:01			
27	04:23					
28	16:51					
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**PACQUING EC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1	05:03	12:25		17:00		
2	04:56	12:06	13:13	16:58		
3	04:46	12:00	13:04			
4	04:51	12:10	16:59			
5	04:48		17:00	17:00		
6	04:49		13:16			
7		16:49				
8	05:48					
9	04:00					
10	04:00		13:59			
11			Absence			
12	04:26					
13			Absence			
14						
15	05:32	12:00		14:01		
16	04:12		12:53			
17			14:02	14:01		
18	04:08	12:00	13:01			
19	04:20		13:59			
20	04:19		14:04			
21						
22	05:41					
23	04:18		14:03			
24	04:25		14:02			
25	04:18		14:01			
26	04:30		14:01			
27	04:23					
28	16:51					
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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DAILY TIME RECORD**GALICIO RF***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1				17:00		
2	05:31	12:42	12:51			
3	05:11	11:45	16:58	16:59		
4	05:22		12:53	17:00		
5		11:46	12:49	17:00		
6	05:33		12:54			
7						
8	05:20	11:49		17:00		
9	05:09	11:36	12:53	17:01		
10	05:31	11:53	12:51	17:01		
11	05:25	11:25	12:57	17:00		
12	05:25	11:44	13:01	17:06		
13	05:30	17:03	12:52			
14	05:51					
15		11:46		17:01		
16	05:37		12:58	17:03		
17	05:24	11:47	12:59	17:02		
18	05:07	11:42	12:57	17:05		
19	05:13	11:43	12:54	17:02		
20	05:32		13:03			
21	16:55					
22	05:04	11:41		17:00		
23	05:02	11:35	12:54	17:03		
24	05:20	11:41	12:50	17:05		
25	04:34	11:49	12:54	17:02		
26	05:17	11:45	13:04			
27	04:54					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**GALICIO RF***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1				17:00		
2	05:31	12:42	12:51			
3	05:11	11:45	16:58	16:59		
4	05:22		12:53	17:00		
5		11:46	12:49	17:00		
6	05:33		12:54			
7						
8	05:20	11:49		17:00		
9	05:09	11:36	12:53	17:01		
10	05:31	11:53	12:51	17:01		
11	05:25	11:25	12:57	17:00		
12	05:25	11:44	13:01	17:06		
13	05:30	17:03	12:52			
14	05:51					
15		11:46		17:01		
16	05:37		12:58	17:03		
17	05:24	11:47	12:59	17:02		
18	05:07	11:42	12:57	17:05		
19	05:13	11:43	12:54	17:02		
20	05:32		13:03			
21	16:55					
22	05:04	11:41		17:00		
23	05:02	11:35	12:54	17:03		
24	05:20	11:41	12:50	17:05		
25	04:34	11:49	12:54	17:02		
26	05:17	11:45	13:04			
27	04:54					
28						
29						
30						
31						
TOTAL						

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INSTRUCTIONS

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DAILY TIME RECORD**DE VERA NI***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1	04:22			17:00		
2	05:05	12:13	12:55	16:57		
3	04:49		13:08			
4	04:56	12:28	16:58	17:00		
5	04:50	12:31	12:55	17:00		
6	05:15		13:04			
7		16:49				
8	05:20	12:31		17:00		
9	04:57	12:26	12:53	17:00		
10	05:10	12:27	13:05	17:00		
11	05:11	12:28	13:02	17:00		
12	05:33	12:31	13:21	17:06		
13	04:57		13:01			
14						
15	04:45			17:00		
16	04:44		12:46	17:00		
17	05:43	12:40	13:20	17:14		
18	04:37		13:01	17:02		
19	05:02	12:04	12:50	17:02		
20	04:36		13:31			
21		16:49				
22	04:48	12:39		17:00		
23	05:16		13:01	17:02		
24	04:57	12:39	12:45	17:05		
25	04:42	12:28	12:50	17:00		
26	04:27		13:01			
27	04:46					
28	16:49					
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1	04:22			17:00		
2	05:05	12:13	12:55	16:57		
3	04:49		13:08			
4	04:56	12:28	16:58	17:00		
5	04:50	12:31	12:55	17:00		
6	05:15		13:04			
7		16:49				
8	05:20	12:31		17:00		
9	04:57	12:26	12:53	17:00		
10	05:10	12:27	13:05	17:00		
11	05:11	12:28	13:02	17:00		
12	05:33	12:31	13:21	17:06		
13	04:57		13:01			
14						
15	04:45			17:00		
16	04:44		12:46	17:00		
17	05:43	12:40	13:20	17:14		
18	04:37		13:01	17:02		
19	05:02	12:04	12:50	17:02		
20	04:36		13:31			
21		16:49				
22	04:48	12:39		17:00		
23	05:16		13:01	17:02		
24	04:57	12:39	12:45	17:05		
25	04:42	12:28	12:50	17:00		
26	04:27		13:01			
27	04:46					
28	16:49					
29						
30						
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TOTAL						

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DAILY TIME RECORD**ADVINCULA MS***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1	05:03	10:36		18:17		
2	04:53					
3	04:45	11:59		18:03		
4	04:54	12:08	12:52			
5	04:43	12:04	12:09	18:32		
6	05:05	19:33	12:07			
7	05:17					
8		12:12				
9	04:57	12:27	17:22	17:43		
10	04:58	12:03		17:43		
11	04:46	12:03	12:28	18:14		
12	04:36	12:02	13:03	18:40		
13	04:08		12:47			
14	17:03					
15		12:00		17:24		
16	04:31	12:05	12:40	17:09		
17	04:26	12:02	12:24	19:23		
18	04:46	12:01	12:34	17:10		
19	04:42	12:03	13:02	17:16		
20	04:40		12:49			
21	04:59					
22	07:41					
23	04:29	12:27		19:04		
24	04:32	12:07		19:41		
25	04:52	12:08	12:41	18:11		
26	04:53	12:08	12:21			
27	04:45					
28	05:04					
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**ADVINCULA MS***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1	05:03	10:36		18:17		
2	04:53					
3	04:45	11:59		18:03		
4	04:54	12:08	12:52			
5	04:43	12:04	12:09	18:32		
6	05:05	19:33	12:07			
7	05:17					
8		12:12				
9	04:57	12:27	17:22	17:43		
10	04:58	12:03		17:43		
11	04:46	12:03	12:28	18:14		
12	04:36	12:02	13:03	18:40		
13	04:08		12:47			
14	17:03					
15		12:00		17:24		
16	04:31	12:05	12:40	17:09		
17	04:26	12:02	12:24	19:23		
18	04:46	12:01	12:34	17:10		
19	04:42	12:03	13:02	17:16		
20	04:40		12:49			
21	04:59					
22	07:41					
23	04:29	12:27		19:04		
24	04:32	12:07		19:41		
25	04:52	12:08	12:41	18:11		
26	04:53	12:08	12:21			
27	04:45					
28	05:04					
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

Civil Service Form No. 48, after completion, Should be filed in the records of the Bureau or Office which submits the monthly report on Civil Service Form No. 3 to the Bureau of Civil Service.

In lieu of the above, court interpreters and stenographers who accompany the judges of the Court of First Instance will fill out the daily time reports on this form in triplicate, after which they should be approved by the judge with whom service has been rendered, or by an officer of the Department of Justice authorized to do so. The original should be forwarded promptly after the end of the month to the Bureau of Civil Service, thru the Department of Justice, the duplicate to kept in the department of justice; and the triplicate, in the office of the Clerk of Court where service was rendered.

In the space provided for the purpose on the other side will be indicated the office hours the employee is required to observe, as for example, "Regular days, 8:00 to 12:00 and 1:00 to 4:00; Saturdays 8:00 to 1:00."

Attention is invited to paragraph 3, Civil Service Rule XV, Executive Order No. 5, series of 1909, which reads as follows:

"Each chief of a Bureau or Office shall require a daily record of attendance of all the officers and employees under him entitled to leave or absence or vacation (including teachers) to be kept on the proper form and also a systematic office record showing for each day all absences from duty from any cause whatever. At the beginning of each month he shall report to the Commissioner on the proper form of all absences from any cause whatever, including the exact amount of undertime of each person for each day. Officers or employees serving in the field or on the water need not be required to keep a daily record, but all absences of such employees must be included in the monthly report of changes and absences. Falsification of time records will render the offending officers or employee liable to summary removal

(NOTE - A record made from memory at sometime subsequent to the occurrence of as event is not reliable. Non observance of office hours deprives the employee of the leave privileges although he may have rendered overtime service. Where service rendered outside of the Office for the whole morning or afternoon, notation to that effect should be made clearly.)

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DAILY TIME RECORD**ADVINCULA EE***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1	05:03	12:12		18:18		
2	04:54	12:21	12:22	20:29		
3	05:33		12:23	18:13		
4	04:54	12:08	12:55	19:09		
5	04:43	12:08	12:09	18:53		
6	05:06					
7	09:29					
8		12:05		17:22		
9	04:57	12:02	12:15	17:44		
10	04:58	12:03	12:12	17:44		
11	04:46		12:08			
12		12:04	Absence	20:16		
13	04:08		12:52			
14	17:03					
15		12:19		17:24		
16	04:31	12:09	12:22	17:17		
17	04:26	12:20	12:30	19:22		
18	04:46	12:29	12:36	17:10		
19	04:42	12:07	12:46	17:16		
20	04:40		12:24			
21						
22		12:08				
23	04:29	12:04	12:45	19:16		
24	04:32	12:07	12:22	18:50		
25	04:51	12:21	12:16	18:11		
26	04:54	12:19				
27	04:45					
28	05:05					
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**ADVINCULA EE***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1	05:03	12:12		18:18		
2	04:54	12:21	12:22	20:29		
3	05:33		12:23	18:13		
4	04:54	12:08	12:55	19:09		
5	04:43	12:08	12:09	18:53		
6	05:06					
7	09:29					
8		12:05		17:22		
9	04:57	12:02	12:15	17:44		
10	04:58	12:03	12:12	17:44		
11	04:46		12:08			
12		12:04	Absence	20:16		
13	04:08		12:52			
14	17:03					
15		12:19		17:24		
16	04:31	12:09	12:22	17:17		
17	04:26	12:20	12:30	19:22		
18	04:46	12:29	12:36	17:10		
19	04:42	12:07	12:46	17:16		
20	04:40		12:24			
21						
22		12:08				
23	04:29	12:04	12:45	19:16		
24	04:32	12:07	12:22	18:50		
25	04:51	12:21	12:16	18:11		
26	04:54	12:19				
27	04:45					
28	05:05					
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

Civil Service Form No. 48, after completion, Should be filed in the records of the Bureau or Office which submits the monthly report on Civil Service Form No. 3 to the Bureau of Civil Service.

In lieu of the above, court interpreters and stenographers who accompany the judges of the Court of First Instance will fill out the daily time reports on this form in triplicate, after which they should be approved by the judge with whom service has been rendered, or by an officer of the Department of Justice authorized to do so. The original should be forwarded promptly after the end of the month to the Bureau of Civil Service, thru the Department of Justice, the duplicate to kept in the department of justice; and the triplicate, in the office of the Clerk of Court where service was rendered.

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(NOTE - A record made from memory at sometime subsequent to the occurrence of as event is not reliable. Non observance of office hours deprives the employee of the leave privileges although he may have rendered overtime service. Where service rendered outside of the Office for the whole morning or afternoon, notation to that effect should be made clearly.)

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DAILY TIME RECORD**ORTENERO RA***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1						
2	07:52		17:00			
3	07:41		16:57			
4			Absence			
5	07:37					
6	07:42		16:59			
7						
8						
9	07:58		17:01			
10	07:37		16:50			
11	07:29		16:44			
12	07:48					
13	07:47		17:02			
14						
15						
16	07:56		17:01			
17	07:55		16:52			
18	08:05					
19	07:52		17:04			
20	07:51		17:02			
21						
22						
23	07:56		16:58			
24	07:02		17:16			
25	07:54					
26	07:51					
27	07:38					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**ORTENERO RA***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1						
2	07:52		17:00			
3	07:41		16:57			
4			Absence			
5	07:37					
6	07:42		16:59			
7						
8						
9	07:58		17:01			
10	07:37		16:50			
11	07:29		16:44			
12	07:48					
13	07:47		17:02			
14						
15						
16	07:56		17:01			
17	07:55		16:52			
18	08:05					
19	07:52		17:04			
20	07:51		17:02			
21						
22						
23	07:56		16:58			
24	07:02		17:16			
25	07:54					
26	07:51					
27	07:38					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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DAILY TIME RECORD**NOLASCO CC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1				17:48		
2				18:30		
3	08:37			18:31		
4	08:34			18:31		
5	08:36			18:31		
6	08:40					
7						
8						
9			Absence	18:32		
10	08:11			18:31		
11	08:40			18:31		
12	08:40			18:32		
13	08:30					
14						
15		12:27		18:37		
16	08:10		14:23	18:30		
17	08:43			18:34		
18	08:39			18:36		
19	08:36			18:37		
20	07:47					
21						
22				18:31		
23	08:36			18:30		
24	08:33			18:32		
25	08:20			18:34		
26	08:44					
27	08:38					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**NOLASCO CC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1				17:48		
2				18:30		
3	08:37			18:31		
4	08:34			18:31		
5	08:36			18:31		
6	08:40					
7						
8						
9			Absence	18:32		
10	08:11			18:31		
11	08:40			18:31		
12	08:40			18:32		
13	08:30					
14						
15		12:27		18:37		
16	08:10		14:23	18:30		
17	08:43			18:34		
18	08:39			18:36		
19	08:36			18:37		
20	07:47					
21						
22				18:31		
23	08:36			18:30		
24	08:33			18:32		
25	08:20			18:34		
26	08:44					
27	08:38					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**HERNANDEZ E***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1	16:51					
2	04:51		16:41			
3	04:58					
4	04:55		16:52			
5	05:08		17:00			
6	04:55		17:00			
7	05:19					
8	17:10					
9	04:13		16:52			
10	04:51		16:58			
11	04:56		16:51			
12	04:53		16:53			
13	04:55		16:56			
14	05:51					
15	14:48					
16	04:24		17:01			
17	04:21		16:39			
18	04:34		16:48			
19	04:29		16:47			
20	04:30		16:39			
21	05:10					
22	17:26					
23	04:43		16:49			
24	04:44		16:34			
25	04:46		16:42			
26	04:50		16:44			
27	04:44					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**HERNANDEZ E***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1	16:51					
2	04:51		16:41			
3	04:58					
4	04:55		16:52			
5	05:08		17:00			
6	04:55		17:00			
7	05:19					
8	17:10					
9	04:13		16:52			
10	04:51		16:58			
11	04:56		16:51			
12	04:53		16:53			
13	04:55		16:56			
14	05:51					
15	14:48					
16	04:24		17:01			
17	04:21		16:39			
18	04:34		16:48			
19	04:29		16:47			
20	04:30		16:39			
21	05:10					
22	17:26					
23	04:43		16:49			
24	04:44		16:34			
25	04:46		16:42			
26	04:50		16:44			
27	04:44					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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In the space provided for the purpose on the other side will be indicated the office hours the employee is required to observe, as for example, "Regular days, 8:00 to 12:00 and 1:00 to 4:00; Saturdays 8:00 to 1:00."

Attention is invited to paragraph 3, Civil Service Rule XV, Executive Order No. 5, series of 1909, which reads as follows:

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(NOTE - A record made from memory at sometime subsequent to the occurrence of as event is not reliable. Non observance of office hours deprives the employee of the leave privileges although he may have rendered overtime service. Where service rendered outside of the Office for the whole morning or afternoon, notation to that effect should be made clearly.)

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DAILY TIME RECORD**BONZA JA***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1				17:50		
2						
3			Absence	18:31		
4	08:52			18:30		
5	08:45			18:31		
6	08:58					
7						
8				18:32		
9	08:51	12:25		18:32		
10	08:50		13:02	18:30		
11	08:50			18:31		
12	08:56			18:33		
13	08:54					
14						
15				18:37		
16	08:25			18:30		
17	09:04			18:33		
18	08:52	12:27		18:36		
19	08:52		14:37	18:37		
20	07:40					
21						
22		12:04				
23	08:46			18:30		
24	08:21			18:31		
25	08:38			18:34		
26	08:56					
27	08:54					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**BONZA JA***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1				17:50		
2						
3			Absence	18:31		
4	08:52			18:30		
5	08:45			18:31		
6	08:58					
7						
8				18:32		
9	08:51	12:25		18:32		
10	08:50		13:02	18:30		
11	08:50			18:31		
12	08:56			18:33		
13	08:54					
14						
15				18:37		
16	08:25			18:30		
17	09:04			18:33		
18	08:52	12:27		18:36		
19	08:52		14:37	18:37		
20	07:40					
21						
22		12:04				
23	08:46			18:30		
24	08:21			18:31		
25	08:38			18:34		
26	08:56					
27	08:54					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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(NOTE - A record made from memory at sometime subsequent to the occurrence of as event is not reliable. Non observance of office hours deprives the employee of the leave privileges although he may have rendered overtime service. Where service rendered outside of the Office for the whole morning or afternoon, notation to that effect should be made clearly.)

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DAILY TIME RECORD**PADUL CB***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:51		18:08		
2	08:27	11:12		18:10		
3	08:40	11:07		18:15		
4	08:28	11:09		18:11		
5	08:30	11:06		18:06		
6	08:37					
7						
8		11:15		18:15		
9	08:40	11:13		18:17		
10	08:30	11:07		18:06		
11	08:34	11:11		18:11		
12	08:32	11:14		18:08		
13	08:34					
14						
15		11:10		18:08		
16	08:43	11:25		18:09		
17	08:07	11:20		18:11		
18	08:50	11:16		18:13		
19	08:45	11:12		18:07		
20	08:43					
21						
22		11:32		18:15		
23	08:44	11:07		18:08		
24	08:43	12:03		18:01		
25	08:45	11:32		18:05		
26	08:44	12:16				
27	08:01					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**PADUL CB***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:51		18:08		
2	08:27	11:12		18:10		
3	08:40	11:07		18:15		
4	08:28	11:09		18:11		
5	08:30	11:06		18:06		
6	08:37					
7						
8		11:15		18:15		
9	08:40	11:13		18:17		
10	08:30	11:07		18:06		
11	08:34	11:11		18:11		
12	08:32	11:14		18:08		
13	08:34					
14						
15		11:10		18:08		
16	08:43	11:25		18:09		
17	08:07	11:20		18:11		
18	08:50	11:16		18:13		
19	08:45	11:12		18:07		
20	08:43					
21						
22		11:32		18:15		
23	08:44	11:07		18:08		
24	08:43	12:03		18:01		
25	08:45	11:32		18:05		
26	08:44	12:16				
27	08:01					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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(NOTE - A record made from memory at sometime subsequent to the occurrence of as event is not reliable. Non observance of office hours deprives the employee of the leave privileges although he may have rendered overtime service. Where service rendered outside of the Office for the whole morning or afternoon, notation to that effect should be made clearly.)

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DAILY TIME RECORD**AVELADO HD***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:52		18:08		
2	08:47	11:11		18:09		
3	08:21	11:08				
4	08:03	11:09		18:11		
5	08:24	11:08		18:06		
6	08:23					
7						
8		11:19		18:15		
9	08:48	11:14		18:17		
10	08:06	11:07		18:06		
11	08:11	11:18		18:11		
12	07:50	11:11		18:08		
13	08:13					
14						
15		11:17		18:08		
16	08:45	11:25		18:09		
17	08:25	11:26		18:44		
18	08:18	11:24		18:42		
19	08:21	11:17		17:55		
20	07:58					
21						
22		11:32		18:16		
23	08:27	11:09		18:08		
24	08:47	12:03		18:01		
25	07:55	11:31		18:04		
26	07:57					
27	08:00					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**AVELADO HD***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:52		18:08		
2	08:47	11:11		18:09		
3	08:21	11:08				
4	08:03	11:09		18:11		
5	08:24	11:08		18:06		
6	08:23					
7						
8		11:19		18:15		
9	08:48	11:14		18:17		
10	08:06	11:07		18:06		
11	08:11	11:18		18:11		
12	07:50	11:11		18:08		
13	08:13					
14						
15		11:17		18:08		
16	08:45	11:25		18:09		
17	08:25	11:26		18:44		
18	08:18	11:24		18:42		
19	08:21	11:17		17:55		
20	07:58					
21						
22		11:32		18:16		
23	08:27	11:09		18:08		
24	08:47	12:03		18:01		
25	07:55	11:31		18:04		
26	07:57					
27	08:00					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**SIMBULAN EE***(Name)**For the month of October, 2022**Official hours of arrival
and departure**Regular Days**Saturdays As Required*

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:15		17:51		
2	06:53	11:18		18:26		
3	06:49	11:45				
4	06:54	11:23		18:32		
5	06:54	11:11		18:37		
6	06:59					
7						
8		11:10		18:30		
9	06:49	11:18		18:53		
10	06:52	11:18		18:45		
11	07:00	11:12		18:23		
12	07:01	11:17		18:44		
13	06:51					
14						
15		11:28		18:37		
16	06:59	11:18		18:28		
17	06:53	11:14		18:42		
18	06:50	11:25		18:22		
19	06:50	11:19		18:35		
20	06:55					
21						
22		11:10		18:35		
23	06:52	11:13				
24	06:51	11:10		18:46		
25	06:51	11:28		18:38		
26	06:52	11:12				
27	06:47					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**SIMBULAN EE***(Name)**For the month of October, 2022**Official hours of arrival
and departure**Regular Days**Saturdays As Required*

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:15		17:51		
2	06:53	11:18		18:26		
3	06:49	11:45				
4	06:54	11:23		18:32		
5	06:54	11:11		18:37		
6	06:59					
7						
8		11:10		18:30		
9	06:49	11:18		18:53		
10	06:52	11:18		18:45		
11	07:00	11:12		18:23		
12	07:01	11:17		18:44		
13	06:51					
14						
15		11:28		18:37		
16	06:59	11:18		18:28		
17	06:53	11:14		18:42		
18	06:50	11:25		18:22		
19	06:50	11:19		18:35		
20	06:55					
21						
22		11:10		18:35		
23	06:52	11:13				
24	06:51	11:10		18:46		
25	06:51	11:28		18:38		
26	06:52	11:12				
27	06:47					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**SILVA LA***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:25		18:02		
2	08:49	11:51		18:02		
3	08:48	11:08		18:03		
4	08:35	11:08		18:10		
5	08:54	11:08		18:13		
6	08:46					
7						
8		11:15		18:06		
9	08:49	11:18		18:07		
10	08:05	11:09		18:15		
11	08:34	11:14		18:08		
12	08:41	11:14		18:07		
13	08:35					
14						
15		11:10		18:09		
16	08:42	11:25		18:12		
17	08:54	11:19		18:04		
18	08:37	11:32		18:16		
19	08:49	11:23		18:13		
20	08:51					
21						
22		11:20		18:17		
23	08:49	11:17		18:12		
24	08:24	12:04		18:05		
25	08:55	11:32		18:10		
26	08:49	12:13				
27	08:55					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**SILVA LA***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:25		18:02		
2	08:49	11:51		18:02		
3	08:48	11:08		18:03		
4	08:35	11:08		18:10		
5	08:54	11:08		18:13		
6	08:46					
7						
8		11:15		18:06		
9	08:49	11:18		18:07		
10	08:05	11:09		18:15		
11	08:34	11:14		18:08		
12	08:41	11:14		18:07		
13	08:35					
14						
15		11:10		18:09		
16	08:42	11:25		18:12		
17	08:54	11:19		18:04		
18	08:37	11:32		18:16		
19	08:49	11:23		18:13		
20	08:51					
21						
22		11:20		18:17		
23	08:49	11:17		18:12		
24	08:24	12:04		18:05		
25	08:55	11:32		18:10		
26	08:49	12:13				
27	08:55					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

Civil Service Form No. 48, after completion, Should be filed in the records of the Bureau or Office which submits the monthly report on Civil Service Form No. 3 to the Bureau of Civil Service.

In lieu of the above, court interpreters and stenographers who accompany the judges of the Court of First Instance will fill out the daily time reports on this form in triplicate, after which they should be approved by the judge with whom service has been rendered, or by an officer of the Department of Justice authorized to do so. The original should be forwarded promptly after the end of the month to the Bureau of Civil Service, thru the Department of Justice, the duplicate to kept in the department of justice; and the triplicate, in the office of the Clerk of Court where service was rendered.

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DAILY TIME RECORD**STA MARIA NS***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:41		18:55		
2	09:39	11:47		18:45		
3	09:43	12:13				
4	08:39					
5			Absence	18:49		
6	08:55					
7						
8		11:42		18:46		
9	09:32	11:17		18:46		
10	09:52			18:46		
11	08:21	11:55		18:50		
12	09:26	11:07		18:53		
13	09:13					
14						
15		11:27		18:45		
16	09:26	11:17		18:47		
17	09:21			18:42		
18	09:49			18:16		
19	09:37	11:07		18:41		
20	09:18					
21						
22		11:52		18:40		
23	09:34	11:26		18:46		
24	09:52	12:06		18:44		
25	09:34	11:25		18:46		
26	09:01	11:39				
27	10:02					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**STA MARIA NS***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:41		18:55		
2	09:39	11:47		18:45		
3	09:43	12:13				
4	08:39					
5			Absence	18:49		
6	08:55					
7						
8		11:42		18:46		
9	09:32	11:17		18:46		
10	09:52			18:46		
11	08:21	11:55		18:50		
12	09:26	11:07		18:53		
13	09:13					
14						
15		11:27		18:45		
16	09:26	11:17		18:47		
17	09:21			18:42		
18	09:49			18:16		
19	09:37	11:07		18:41		
20	09:18					
21						
22		11:52		18:40		
23	09:34	11:26		18:46		
24	09:52	12:06		18:44		
25	09:34	11:25		18:46		
26	09:01	11:39				
27	10:02					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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DAILY TIME RECORD**SAN DIEGO JA***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:31				
2	11:05	10:07				
3	07:13					
4	07:20					
5			Absence			
6			Absence			
7						
8						
9			Absence			
10			Absence			
11			Absence			
12			Absence			
13			Absence			
14						
15		12:19				
16	07:14		13:33			
17	07:38	12:20				
18	07:45		12:36			
19			Absence			
20			Absence			
21						
22						
23		12:17	Absence			
24		12:17				
25	07:49		13:25			
26			Absence			
27			Absence			
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**SAN DIEGO JA***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:31				
2	11:05	10:07				
3	07:13					
4	07:20					
5			Absence			
6			Absence			
7						
8						
9			Absence			
10			Absence			
11			Absence			
12			Absence			
13			Absence			
14						
15		12:19				
16	07:14		13:33			
17	07:38	12:20				
18	07:45		12:36			
19			Absence			
20			Absence			
21						
22						
23		12:17	Absence			
24		12:17				
25	07:49		13:25			
26			Absence			
27			Absence			
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

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DAILY TIME RECORD**SIMBULAN MQ***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:15		18:54		
2	09:06	11:24		18:45		
3	09:39	11:45				
4	08:43	11:23		18:46		
5	09:09	11:11		18:48		
6	09:43					
7						
8		11:10		18:45		
9	09:42	11:18		18:53		
10	09:38	11:49		18:45		
11	07:18	11:14		18:49		
12	09:37	11:53		18:49		
13	09:38					
14						
15		11:26		18:45		
16	09:35	11:19		18:46		
17	09:46	11:14		18:42		
18	09:38	11:28		18:22		
19	09:40	11:19		18:41		
20	09:46					
21						
22		11:10		18:40		
23	09:47	11:13		18:42		
24	08:58			18:46		
25	09:31	11:28		18:43		
26	09:33	11:17				
27	09:24					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**SIMBULAN MQ***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:15		18:54		
2	09:06	11:24		18:45		
3	09:39	11:45				
4	08:43	11:23		18:46		
5	09:09	11:11		18:48		
6	09:43					
7						
8		11:10		18:45		
9	09:42	11:18		18:53		
10	09:38	11:49		18:45		
11	07:18	11:14		18:49		
12	09:37	11:53		18:49		
13	09:38					
14						
15		11:26		18:45		
16	09:35	11:19		18:46		
17	09:46	11:14		18:42		
18	09:38	11:28		18:22		
19	09:40	11:19		18:41		
20	09:46					
21						
22		11:10		18:40		
23	09:47	11:13		18:42		
24	08:58			18:46		
25	09:31	11:28		18:43		
26	09:33	11:17				
27	09:24					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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Attention is invited to paragraph 3, Civil Service Rule XV, Executive Order No. 5, series of 1909, which reads as follows:

"Each chief of a Bureau or Office shall require a daily record of attendance of all the officers and employees under him entitled to leave or absence or vacation (including teachers) to be kept on the proper form and also a systematic office record showing for each day all absences from duty from any cause whatever. At the beginning of each month he shall report to the Commissioner on the proper form of all absences from any cause whatever, including the exact amount of undertime of each person for each day. Officers or employees serving in the field or on the water need not be required to keep a daily record, but all absences of such employees must be included in the monthly report of changes and absences. Falsification of time records will render the offending officers or employee liable to summary removal

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DAILY TIME RECORD**DEQUINA EC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:03		15:58		
2	09:06	11:54	13:02			
3	08:47	11:50		18:06		
4	08:48	11:44	12:55	18:06		
5	08:51	11:21	12:58	15:40		
6	09:00		12:52			
7						
8						
9		11:57	Absence	15:52		
10	09:22		13:36			
11	09:12	11:48		16:06		
12	08:57	11:22	13:49	17:02		
13	09:06		13:03			
14						
15		11:56		18:09		
16	09:05	11:50	13:44	17:02		
17	09:06		13:33			
18	08:59		17:09			
19	09:20					
20	09:11		16:00			
21						
22				17:49		
23	09:14					
24	09:02					
25	09:04		16:09	17:53		
26	08:56					
27	09:03					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**DEQUINA EC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:03		15:58		
2	09:06	11:54	13:02			
3	08:47	11:50		18:06		
4	08:48	11:44	12:55	18:06		
5	08:51	11:21	12:58	15:40		
6	09:00		12:52			
7						
8						
9		11:57	Absence	15:52		
10	09:22		13:36			
11	09:12	11:48		16:06		
12	08:57	11:22	13:49	17:02		
13	09:06		13:03			
14						
15		11:56		18:09		
16	09:05	11:50	13:44	17:02		
17	09:06		13:33			
18	08:59		17:09			
19	09:20					
20	09:11		16:00			
21						
22				17:49		
23	09:14					
24	09:02					
25	09:04		16:09	17:53		
26	08:56					
27	09:03					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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(NOTE - A record made from memory at sometime subsequent to the occurrence of as event is not reliable. Non observance of office hours deprives the employee of the leave privileges although he may have rendered overtime service. Where service rendered outside of the Office for the whole morning or afternoon, notation to that effect should be made clearly.)

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DAILY TIME RECORD**ACEBRON MDA***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:41		18:55		
2	09:35	11:47		18:45		
3	10:09					
4	09:00	11:23		19:02		
5	10:06			18:49		
6	10:56					
7						
8		11:25		18:46		
9	10:14			18:45		
10	10:14			18:46		
11	10:00					
12			Absence	18:54		
13	10:06					
14						
15		11:28		18:45		
16	09:47			18:48		
17	10:23			18:42		
18	10:02			18:16		
19	10:24	11:05		18:41		
20	09:56					
21						
22		11:52		18:40		
23	10:05	11:26		18:46		
24	09:39	12:06		18:44		
25	09:41			18:43		
26	11:25	11:39				
27	11:38					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**ACEBRON MDA***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:41		18:55		
2	09:35	11:47		18:45		
3	10:09					
4	09:00	11:23		19:02		
5	10:06			18:49		
6	10:56					
7						
8		11:25		18:46		
9	10:14			18:45		
10	10:14			18:46		
11	10:00					
12			Absence	18:54		
13	10:06					
14						
15		11:28		18:45		
16	09:47			18:48		
17	10:23			18:42		
18	10:02			18:16		
19	10:24	11:05		18:41		
20	09:56					
21						
22		11:52		18:40		
23	10:05	11:26		18:46		
24	09:39	12:06		18:44		
25	09:41			18:43		
26	11:25	11:39				
27	11:38					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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DAILY TIME RECORD**GARCIA CB***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:02		18:45		
2	09:04	12:19	12:06	18:54		
3	09:03	12:05	12:21			
4	08:26	12:03		18:46		
5	09:01	12:04	12:07	18:45		
6	09:30		12:08			
7						
8		12:02		18:51		
9	09:28	12:05	12:08	18:46		
10	09:37	12:01	12:09	18:45		
11	09:19	12:03	12:02	18:49		
12	08:56	12:01	12:04	18:49		
13	09:34					
14						
15		12:04		18:49		
16	09:07	12:04	12:07	18:50		
17	09:03		12:06	17:50		
18	09:19	12:07		18:48		
19	09:07	12:12	12:10	18:44		
20	09:19		12:13			
21						
22		12:05		18:45		
23	09:53	12:02	12:08	18:45		
24	09:38	12:02		18:47		
25	09:41	12:10	12:04	18:48		
26	09:44		12:12			
27	09:45					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**GARCIA CB***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:02		18:45		
2	09:04	12:19	12:06	18:54		
3	09:03	12:05	12:21			
4	08:26	12:03		18:46		
5	09:01	12:04	12:07	18:45		
6	09:30		12:08			
7						
8		12:02		18:51		
9	09:28	12:05	12:08	18:46		
10	09:37	12:01	12:09	18:45		
11	09:19	12:03	12:02	18:49		
12	08:56	12:01	12:04	18:49		
13	09:34					
14						
15		12:04		18:49		
16	09:07	12:04	12:07	18:50		
17	09:03		12:06	17:50		
18	09:19	12:07		18:48		
19	09:07	12:12	12:10	18:44		
20	09:19		12:13			
21						
22		12:05		18:45		
23	09:53	12:02	12:08	18:45		
24	09:38	12:02		18:47		
25	09:41	12:10	12:04	18:48		
26	09:44		12:12			
27	09:45					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**DELA CALZADA FM***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1		11:26		18:02		
2	08:40	11:51		18:02		
3	08:43	12:01				
4	08:43	11:09	12:14	18:10		
5	08:42	11:09		18:12		
6	08:43					
7						
8		11:16		18:06		
9	08:40	11:13		18:07		
10	08:43	11:09		18:05		
11	08:42	11:14		18:06		
12	08:39	11:13		18:07		
13	08:41					
14						
15		11:18		18:08		
16	08:48	11:25		18:13		
17	08:45	11:20		18:04		
18	08:40	11:30		18:25		
19	08:52	11:14		18:06		
20	08:46					
21						
22		11:20		18:14		
23	08:47	11:19		18:12		
24	08:54	12:04		18:05		
25	08:55	11:31		18:11		
26	08:49	12:08				
27	08:50		12:10			
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**DELA CALZADA FM***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1		11:26		18:02		
2	08:40	11:51		18:02		
3	08:43	12:01				
4	08:43	11:09	12:14	18:10		
5	08:42	11:09		18:12		
6	08:43					
7						
8		11:16		18:06		
9	08:40	11:13		18:07		
10	08:43	11:09		18:05		
11	08:42	11:14		18:06		
12	08:39	11:13		18:07		
13	08:41					
14						
15		11:18		18:08		
16	08:48	11:25		18:13		
17	08:45	11:20		18:04		
18	08:40	11:30		18:25		
19	08:52	11:14		18:06		
20	08:46					
21						
22		11:20		18:14		
23	08:47	11:19		18:12		
24	08:54	12:04		18:05		
25	08:55	11:31		18:11		
26	08:49	12:08				
27	08:50		12:10			
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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Attention is invited to paragraph 3, Civil Service Rule XV, Executive Order No. 5, series of 1909, which reads as follows:

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DAILY TIME RECORD**CAGURANGAN DF***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1		11:43		18:41		
2	09:20	11:44		18:44		
3	09:32	11:16				
4	09:34	11:16		18:41		
5	09:34	11:06		18:44		
6	09:31					
7						
8		11:14		18:41		
9	09:37	11:25		18:42		
10	09:37	11:22		18:33		
11	09:44	11:28		17:58		
12	09:22	11:28		18:50		
13	09:26					
14						
15		11:24		18:44		
16	09:38	11:35		18:47		
17	09:40	11:26		18:44		
18	09:45	11:28		18:43		
19	09:44	11:30		18:48		
20	09:49					
21						
22		11:32		18:47		
23	09:49	11:19		18:46		
24	09:37			18:44		
25	09:58	11:35		18:48		
26	09:40	11:41				
27	09:39					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**CAGURANGAN DF***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1		11:43		18:41		
2	09:20	11:44		18:44		
3	09:32	11:16				
4	09:34	11:16		18:41		
5	09:34	11:06		18:44		
6	09:31					
7						
8		11:14		18:41		
9	09:37	11:25		18:42		
10	09:37	11:22		18:33		
11	09:44	11:28		17:58		
12	09:22	11:28		18:50		
13	09:26					
14						
15		11:24		18:44		
16	09:38	11:35		18:47		
17	09:40	11:26		18:44		
18	09:45	11:28		18:43		
19	09:44	11:30		18:48		
20	09:49					
21						
22		11:32		18:47		
23	09:49	11:19		18:46		
24	09:37			18:44		
25	09:58	11:35		18:48		
26	09:40	11:41				
27	09:39					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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Attention is invited to paragraph 3, Civil Service Rule XV, Executive Order No. 5, series of 1909, which reads as follows:

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DAILY TIME RECORD**ILAGAN DA***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:11		15:22		
2	05:55	12:12	12:13	15:11		
3	05:52	12:30	12:44			
4	06:38		12:33			
5	06:41	12:01	12:50			
6	05:48		15:14			
7						
8		12:10		15:00		
9	05:56	12:15	12:21	16:08		
10	05:53	12:17	12:17	15:07		
11	05:34	12:15	12:26	15:33		
12	05:48	12:29	12:16	15:34		
13	05:53		12:35			
14						
15		12:26		15:09		
16	06:00	12:08	12:27	15:28		
17	05:59	12:14	12:17	15:08		
18	05:58	12:18	12:16	16:42		
19	05:59	12:43	12:30	15:26		
20	05:59		12:44			
21						
22		12:41		15:26		
23	05:44	12:37	12:42			
24	05:54	12:24	16:24	15:49		
25	05:58	12:26	12:31	15:18		
26	05:57		12:31			
27	05:55					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**ILAGAN DA***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:11		15:22		
2	05:55	12:12	12:13	15:11		
3	05:52	12:30	12:44			
4	06:38		12:33			
5	06:41	12:01	12:50			
6	05:48		15:14			
7						
8		12:10		15:00		
9	05:56	12:15	12:21	16:08		
10	05:53	12:17	12:17	15:07		
11	05:34	12:15	12:26	15:33		
12	05:48	12:29	12:16	15:34		
13	05:53		12:35			
14						
15		12:26		15:09		
16	06:00	12:08	12:27	15:28		
17	05:59	12:14	12:17	15:08		
18	05:58	12:18	12:16	16:42		
19	05:59	12:43	12:30	15:26		
20	05:59		12:44			
21						
22		12:41		15:26		
23	05:44	12:37	12:42			
24	05:54	12:24	16:24	15:49		
25	05:58	12:26	12:31	15:18		
26	05:57		12:31			
27	05:55					
28						
29						
30						
31						
TOTAL						

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DAILY TIME RECORD**HERRERA MT***(Name)**For the month of October, 2022**Official hours of arrival
and departure**Regular Days**Saturdays As Required*

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:43		18:41		
2	09:32	11:43		18:42		
3	09:26	11:16		18:39		
4	09:33	11:14		18:40		
5	09:32	11:06		18:44		
6	09:29					
7						
8		11:15		18:40		
9	09:25	11:25		19:14		
10	09:36	11:22		18:40		
11	09:35	11:28		19:17		
12	09:35	11:28		18:41		
13	09:21					
14						
15		11:26		18:42		
16	09:41	11:35		19:24		
17	09:35			18:40		
18	09:34	11:27		19:37		
19	09:36	11:39		18:47		
20	09:42					
21						
22		11:46		18:34		
23	09:09	11:19		18:45		
24	09:33			18:41		
25	09:17	11:33		18:48		
26	09:37	11:42				
27	09:42					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**HERRERA MT***(Name)**For the month of October, 2022**Official hours of arrival
and departure**Regular Days**Saturdays As Required*

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:43		18:41		
2	09:32	11:43		18:42		
3	09:26	11:16		18:39		
4	09:33	11:14		18:40		
5	09:32	11:06		18:44		
6	09:29					
7						
8		11:15		18:40		
9	09:25	11:25		19:14		
10	09:36	11:22		18:40		
11	09:35	11:28		19:17		
12	09:35	11:28		18:41		
13	09:21					
14						
15		11:26		18:42		
16	09:41	11:35		19:24		
17	09:35			18:40		
18	09:34	11:27		19:37		
19	09:36	11:39		18:47		
20	09:42					
21						
22		11:46		18:34		
23	09:09	11:19		18:45		
24	09:33			18:41		
25	09:17	11:33		18:48		
26	09:37	11:42				
27	09:42					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**PADIT CSD***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:15		15:08		
2	06:06	12:12	12:26	15:04		
3	05:46	12:13	12:18			
4	05:46	12:00	12:14			
5	06:25	12:19		15:03		
6	05:45		12:25			
7						
8		12:14		15:01		
9	05:48	12:04	12:18			
10	05:53		12:14			
11			Absence			
12			Absence			
13			Absence			
14						
15						
16		12:20	Absence			
17	05:56	12:18	15:10	15:06		
18	06:01	12:25	12:23	16:46		
19	05:54	12:10	12:26	15:21		
20	05:59		12:24			
21						
22		12:03		15:05		
23	05:53	12:19	12:35			
24	05:57	12:10	15:08	15:21		
25	05:55	12:21	12:21			
26	05:50		15:07			
27	06:06					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**PADIT CSD***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:15		15:08		
2	06:06	12:12	12:26	15:04		
3	05:46	12:13	12:18			
4	05:46	12:00	12:14			
5	06:25	12:19		15:03		
6	05:45		12:25			
7						
8		12:14		15:01		
9	05:48	12:04	12:18			
10	05:53		12:14			
11			Absence			
12			Absence			
13			Absence			
14						
15						
16		12:20	Absence			
17	05:56	12:18	15:10	15:06		
18	06:01	12:25	12:23	16:46		
19	05:54	12:10	12:26	15:21		
20	05:59		12:24			
21						
22		12:03		15:05		
23	05:53	12:19	12:35			
24	05:57	12:10	15:08	15:21		
25	05:55	12:21	12:21			
26	05:50		15:07			
27	06:06					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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DAILY TIME RECORD**DEQUINA MC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1				15:52		
2	07:40	12:00	12:45			
3	07:37	12:01	12:34	17:00		
4	07:29	12:00	12:48	17:00		
5	07:40	12:00	12:35	17:02		
6	07:46		12:37			
7						
8		12:32				
9	07:36	12:31	17:00			
10	11:53	12:39	17:00			
11	07:38	12:01	17:00	17:00		
12	07:33	12:03	12:39	17:00		
13	07:31		12:37			
14						
15		12:01				
16	07:56	12:00		17:00		
17	07:48	12:01	12:34	17:00		
18	07:43	12:00	12:31	17:00		
19	07:41	12:01	12:30	17:00		
20	07:44		12:39			
21						
22		12:00		17:00		
23	07:39	12:00	12:32			
24	07:38	12:00	12:36			
25	07:39	12:01	17:00	17:00		
26	07:42	12:00	12:28			
27	07:41					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**DEQUINA MC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1				15:52		
2	07:40	12:00	12:45			
3	07:37	12:01	12:34	17:00		
4	07:29	12:00	12:48	17:00		
5	07:40	12:00	12:35	17:02		
6	07:46		12:37			
7						
8		12:32				
9	07:36	12:31	17:00			
10	11:53	12:39	17:00			
11	07:38	12:01	17:00	17:00		
12	07:33	12:03	12:39	17:00		
13	07:31		12:37			
14						
15		12:01				
16	07:56	12:00		17:00		
17	07:48	12:01	12:34	17:00		
18	07:43	12:00	12:31	17:00		
19	07:41	12:01	12:30	17:00		
20	07:44		12:39			
21						
22		12:00		17:00		
23	07:39	12:00	12:32			
24	07:38	12:00	12:36			
25	07:39	12:01	17:00	17:00		
26	07:42	12:00	12:28			
27	07:41					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

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(See Instructions on back)

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DAILY TIME RECORD**LORENZO TCR***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:25		18:42		
2	09:37	11:39		18:46		
3	09:40	11:21		18:40		
4	09:41	11:25		18:45		
5	09:41	11:50		18:48		
6	09:32					
7						
8		11:41		18:40		
9	09:39	11:47		18:41		
10	09:41	11:33		18:41		
11	09:44	11:49		18:42		
12	09:52	11:27		18:41		
13	09:53					
14						
15		11:57		18:41		
16	09:51	12:03				
17	09:37	11:53		18:43		
18	09:29	11:15		18:51		
19	09:36	11:31		18:46		
20	10:11					
21						
22		11:32		18:41		
23	09:36	11:22		18:41		
24	09:50	12:08		18:43		
25	09:47	11:13		18:41		
26	09:50	11:46				
27	10:00					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**LORENZO TCR***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:25		18:42		
2	09:37	11:39		18:46		
3	09:40	11:21		18:40		
4	09:41	11:25		18:45		
5	09:41	11:50		18:48		
6	09:32					
7						
8		11:41		18:40		
9	09:39	11:47		18:41		
10	09:41	11:33		18:41		
11	09:44	11:49		18:42		
12	09:52	11:27		18:41		
13	09:53					
14						
15		11:57		18:41		
16	09:51	12:03				
17	09:37	11:53		18:43		
18	09:29	11:15		18:51		
19	09:36	11:31		18:46		
20	10:11					
21						
22		11:32		18:41		
23	09:36	11:22		18:41		
24	09:50	12:08		18:43		
25	09:47	11:13		18:41		
26	09:50	11:46				
27	10:00					
28						
29						
30						
31						
TOTAL						

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DAILY TIME RECORD**LAGANGA ED**

(Name)

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:14		18:44		
2	09:34	11:21		18:40		
3	09:26	11:21		18:40		
4	09:29	11:28		18:44		
5	09:31	11:50		18:48		
6	09:30					
7						
8		11:18		18:43		
9	09:26	11:48		18:41		
10	09:33	11:33		18:41		
11	09:25	11:39		18:40		
12	09:31	11:52		18:40		
13	09:33					
14						
15		11:42		18:41		
16	09:39	11:42		18:43		
17	09:34	11:40		18:43		
18	09:34	11:29		18:50		
19	09:28	11:20		18:46		
20	09:26					
21						
22		11:38		18:41		
23	09:35	11:48		18:42		
24	09:35	12:08		18:47		
25	09:33	11:44		18:46		
26	09:39					
27			Absence			
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**LAGANGA ED**

(Name)

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:14		18:44		
2	09:34	11:21		18:40		
3	09:26	11:21		18:40		
4	09:29	11:28		18:44		
5	09:31	11:50		18:48		
6	09:30					
7						
8		11:18		18:43		
9	09:26	11:48		18:41		
10	09:33	11:33		18:41		
11	09:25	11:39		18:40		
12	09:31	11:52		18:40		
13	09:33					
14						
15		11:42		18:41		
16	09:39	11:42		18:43		
17	09:34	11:40		18:43		
18	09:34	11:29		18:50		
19	09:28	11:20		18:46		
20	09:26					
21						
22		11:38		18:41		
23	09:35	11:48		18:42		
24	09:35	12:08		18:47		
25	09:33	11:44		18:46		
26	09:39					
27			Absence			
28						
29						
30						
31						
TOTAL						

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In-Charge

(See Instructions on back)

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DAILY TIME RECORD**VELARO JP***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:10		18:02		
2	08:06	11:14		18:01		
3	08:11	11:14		18:02		
4	08:01	11:04		18:01		
5	08:12			18:10		
6	07:34					
7						
8		11:09		18:02		
9	07:41	11:01		18:02		
10	07:46			18:19		
11	07:24			18:19		
12	06:56					
13			Absence			
14						
15		11:07		18:06		
16	07:56	11:17		18:02		
17	07:36	11:03		18:06		
18	07:57	11:10		18:02		
19	07:54	11:07		18:01		
20	07:31					
21						
22		11:09		18:02		
23	07:42	11:11		18:01		
24	08:13			18:01		
25	07:41	11:19		18:03		
26	07:56					
27	07:31					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**VELARO JP***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:10		18:02		
2	08:06	11:14		18:01		
3	08:11	11:14		18:02		
4	08:01	11:04		18:01		
5	08:12			18:10		
6	07:34					
7						
8		11:09		18:02		
9	07:41	11:01		18:02		
10	07:46			18:19		
11	07:24			18:19		
12	06:56					
13			Absence			
14						
15		11:07		18:06		
16	07:56	11:17		18:02		
17	07:36	11:03		18:06		
18	07:57	11:10		18:02		
19	07:54	11:07		18:01		
20	07:31					
21						
22		11:09		18:02		
23	07:42	11:11		18:01		
24	08:13			18:01		
25	07:41	11:19		18:03		
26	07:56					
27	07:31					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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DAILY TIME RECORD**BULAN LG***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:13		15:47		
2	05:59	11:31	12:33			
3	05:48	11:23	15:44			
4	06:21	11:11	16:18			
5	06:51	11:08	16:21			
6	05:52		15:48			
7						
8		11:28				
9	06:02	11:28	15:39			
10	05:39	11:38	15:51			
11	05:37	11:36	15:47			
12	05:40	11:35	15:46			
13	05:46		15:30			
14						
15		11:34				
16	05:51	11:06	15:47			
17	05:51	11:42	15:50			
18	05:51	11:35	16:10			
19	05:56	11:44	15:57			
20	05:58		15:41			
21						
22		12:41		15:48		
23	05:33	11:18	12:42			
24	05:51	11:39	16:07			
25	06:02	11:28	16:08			
26	05:54	11:21	15:39			
27	06:01					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**BULAN LG***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:13		15:47		
2	05:59	11:31	12:33			
3	05:48	11:23	15:44			
4	06:21	11:11	16:18			
5	06:51	11:08	16:21			
6	05:52		15:48			
7						
8		11:28				
9	06:02	11:28	15:39			
10	05:39	11:38	15:51			
11	05:37	11:36	15:47			
12	05:40	11:35	15:46			
13	05:46		15:30			
14						
15		11:34				
16	05:51	11:06	15:47			
17	05:51	11:42	15:50			
18	05:51	11:35	16:10			
19	05:56	11:44	15:57			
20	05:58		15:41			
21						
22		12:41		15:48		
23	05:33	11:18	12:42			
24	05:51	11:39	16:07			
25	06:02	11:28	16:08			
26	05:54	11:21	15:39			
27	06:01					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**AREVALO EC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:25		18:43		
2	08:09	11:17		18:42		
3	08:20	11:16		18:40		
4	08:03	11:16		18:46		
5	08:24	11:08		18:46		
6	08:23					
7						
8		11:15		18:41		
9	08:06	11:18		18:42		
10	08:07	11:27		18:41		
11	08:11	11:22		18:41		
12	07:50	11:15		18:41		
13	08:13					
14						
15		11:11		18:44		
16	11:05	11:25		18:44		
17	08:26	11:20		18:44		
18	08:18	11:17		18:43		
19	08:21	11:12		18:42		
20	07:58					
21						
22		11:59		18:41		
23	08:54	11:57		18:41		
24	08:47	12:05		18:41		
25	09:08	11:18		18:42		
26	07:57	11:51				
27	08:00					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**AREVALO EC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:25		18:43		
2	08:09	11:17		18:42		
3	08:20	11:16		18:40		
4	08:03	11:16		18:46		
5	08:24	11:08		18:46		
6	08:23					
7						
8		11:15		18:41		
9	08:06	11:18		18:42		
10	08:07	11:27		18:41		
11	08:11	11:22		18:41		
12	07:50	11:15		18:41		
13	08:13					
14						
15		11:11		18:44		
16	11:05	11:25		18:44		
17	08:26	11:20		18:44		
18	08:18	11:17		18:43		
19	08:21	11:12		18:42		
20	07:58					
21						
22		11:59		18:41		
23	08:54	11:57		18:41		
24	08:47	12:05		18:41		
25	09:08	11:18		18:42		
26	07:57	11:51				
27	08:00					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**NAVAL RP***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:04				
2	05:50	12:14	15:11	15:06		
3	05:50	12:31	12:17			
4	06:48	12:06	12:35			
5	06:48	12:25		15:43		
6	05:47		12:27			
7						
8		12:10		15:02		
9	05:54	12:15	12:15	15:06		
10	05:53	12:17	12:26	15:08		
11	05:50	12:37	12:20	15:01		
12	05:41	12:17	12:39	15:03		
13	05:45		12:28			
14						
15		12:17		15:08		
16	05:58	12:27	13:00	15:07		
17	05:49	12:33	12:29	16:51		
18	05:47	12:25	12:54	15:07		
19	05:53	12:39	12:28	15:19		
20	05:51		12:40			
21						
22		12:33		15:06		
23	05:52		12:34			
24	05:58	12:21	15:08	15:15		
25	05:55	12:16	12:23	15:07		
26	05:50	12:05	12:19			
27	05:46					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**NAVAL RP***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:04				
2	05:50	12:14	15:11	15:06		
3	05:50	12:31	12:17			
4	06:48	12:06	12:35			
5	06:48	12:25		15:43		
6	05:47		12:27			
7						
8		12:10		15:02		
9	05:54	12:15	12:15	15:06		
10	05:53	12:17	12:26	15:08		
11	05:50	12:37	12:20	15:01		
12	05:41	12:17	12:39	15:03		
13	05:45		12:28			
14						
15		12:17		15:08		
16	05:58	12:27	13:00	15:07		
17	05:49	12:33	12:29	16:51		
18	05:47	12:25	12:54	15:07		
19	05:53	12:39	12:28	15:19		
20	05:51		12:40			
21						
22		12:33		15:06		
23	05:52		12:34			
24	05:58	12:21	15:08	15:15		
25	05:55	12:16	12:23	15:07		
26	05:50	12:05	12:19			
27	05:46					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**DE LEON FC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:05		15:19		
2	05:44	12:16	12:08	15:16		
3	05:38	12:31	12:20			
4	05:51		12:34			
5	06:18	12:08	12:50	15:56		
6	05:51		12:11			
7						
8		12:15		16:00		
9	05:43	12:16	12:20	16:17		
10	05:43		12:22	16:12		
11	05:49	12:23	13:02	15:58		
12	05:46	12:14	12:26	15:55		
13	05:48		12:16			
14						
15		12:21		15:26		
16	05:48	12:18	12:23	15:23		
17	05:46	12:19	12:23	16:56		
18	05:53	12:27	12:23	16:42		
19	05:51	12:17	12:30	16:37		
20	05:50		12:23			
21						
22		12:18		15:20		
23	05:47	12:18	12:24	15:27		
24	05:52	12:14	12:22	15:25		
25	05:55	12:23	12:17	15:51		
26	05:54	12:19	12:29			
27	05:50					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**DE LEON FC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:05		15:19		
2	05:44	12:16	12:08	15:16		
3	05:38	12:31	12:20			
4	05:51		12:34			
5	06:18	12:08	12:50	15:56		
6	05:51		12:11			
7						
8		12:15		16:00		
9	05:43	12:16	12:20	16:17		
10	05:43		12:22	16:12		
11	05:49	12:23	13:02	15:58		
12	05:46	12:14	12:26	15:55		
13	05:48		12:16			
14						
15		12:21		15:26		
16	05:48	12:18	12:23	15:23		
17	05:46	12:19	12:23	16:56		
18	05:53	12:27	12:23	16:42		
19	05:51	12:17	12:30	16:37		
20	05:50		12:23			
21						
22		12:18		15:20		
23	05:47	12:18	12:24	15:27		
24	05:52	12:14	12:22	15:25		
25	05:55	12:23	12:17	15:51		
26	05:54	12:19	12:29			
27	05:50					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

Civil Service Form No. 48, after completion, Should be filed in the records of the Bureau or Office which submits the monthly report on Civil Service Form No. 3 to the Bureau of Civil Service.

In lieu of the above, court interpreters and stenographers who accompany the judges of the Court of First Instance will fill out the daily time reports on this form in triplicate, after which they should be approved by the judge with whom service has been rendered, or by an officer of the Department of Justice authorized to do so. The original should be forwarded promptly after the end of the month to the Bureau of Civil Service, thru the Department of Justice, the duplicate to kept in the department of justice; and the triplicate, in the office of the Clerk of Court where service was rendered.

In the space provided for the purpose on the other side will be indicated the office hours the employee is required to observe, as for example, "Regular days, 8:00 to 12:00 and 1:00 to 4:00; Saturdays 8:00 to 1:00."

Attention is invited to paragraph 3, Civil Service Rule XV, Executive Order No. 5, series of 1909, which reads as follows:

"Each chief of a Bureau or Office shall require a daily record of attendance of all the officers and employees under him entitled to leave or absence or vacation (including teachers) to be kept on the proper form and also a systematic office record showing for each day all absences from duty from any cause whatever. At the beginning of each month he shall report to the Commissioner on the proper form of all absences from any cause whatever, including the exact amount of undertime of each person for each day. Officers or employees serving in the field or on the water need not be required to keep a daily record, but all absences of such employees must be included in the monthly report of changes and absences. Falsification of time records will render the offending officers or employee liable to summary removal

(NOTE - A record made from memory at sometime subsequent to the occurrence of as event is not reliable. Non observance of office hours deprives the employee of the leave privileges although he may have rendered overtime service. Where service rendered outside of the Office for the whole morning or afternoon, notation to that effect should be made clearly.)

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DAILY TIME RECORD**ORIAN FP***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:12				
2	05:44	12:16	15:22	15:11		
3	05:41	12:31	12:19			
4	05:47		12:33			
5	06:02		13:54			
6	05:48					
7						
8		12:10		15:00		
9	05:29	12:17	12:13			
10	05:36	12:35	16:08	16:09		
11	05:41	12:14	12:37	15:32		
12	05:41	12:07	12:16	15:33		
13	05:43		12:08			
14						
15		12:27				
16	05:44	12:03	15:09	15:28		
17	05:40	12:14	12:04			
18	05:50	12:18	16:54			
19	05:50	12:19	12:19	15:26		
20	05:48		12:20			
21						
22		12:16				
23	05:45	12:08	15:26			
24	05:42		15:25	15:48		
25	05:47	12:26	12:55	15:17		
26	05:49	12:15	12:31			
27	05:49					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**ORIAN FP***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:12				
2	05:44	12:16	15:22	15:11		
3	05:41	12:31	12:19			
4	05:47		12:33			
5	06:02		13:54			
6	05:48					
7						
8		12:10		15:00		
9	05:29	12:17	12:13			
10	05:36	12:35	16:08	16:09		
11	05:41	12:14	12:37	15:32		
12	05:41	12:07	12:16	15:33		
13	05:43		12:08			
14						
15		12:27				
16	05:44	12:03	15:09	15:28		
17	05:40	12:14	12:04			
18	05:50	12:18	16:54			
19	05:50	12:19	12:19	15:26		
20	05:48		12:20			
21						
22		12:16				
23	05:45	12:08	15:26			
24	05:42		15:25	15:48		
25	05:47	12:26	12:55	15:17		
26	05:49	12:15	12:31			
27	05:49					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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In lieu of the above, court interpreters and stenographers who accompany the judges of the Court of First Instance will fill out the daily time reports on this form in triplicate, after which they should be approved by the judge with whom service has been rendered, or by an officer of the Department of Justice authorized to do so. The original should be forwarded promptly after the end of the month to the Bureau of Civil Service, thru the Department of Justice, the duplicate to kept in the department of justice; and the triplicate, in the office of the Clerk of Court where service was rendered.

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(NOTE - A record made from memory at sometime subsequent to the occurrence of as event is not reliable. Non observance of office hours deprives the employee of the leave privileges although he may have rendered overtime service. Where service rendered outside of the Office for the whole morning or afternoon, notation to that effect should be made clearly.)

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DAILY TIME RECORD**BEBOSO LC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:00		15:12		
2	06:13	12:17	13:05	15:06		
3	06:02	12:32	12:18			
4	06:20	12:06	12:51			
5	07:27	12:26		15:43		
6	06:02		12:27			
7						
8		12:11		15:02		
9	06:05	12:13	12:14	15:08		
10	05:58	12:23	12:27			
11	05:58	12:38	15:08	15:01		
12	06:13	12:18	12:40	15:03		
13	06:03		12:28			
14						
15		12:17		15:08		
16	05:55	12:26	13:00	15:22		
17	06:10	12:33	15:21	15:39		
18	05:55	12:26	12:54	15:07		
19	06:13	12:39	12:28	15:20		
20	05:56		12:41			
21						
22		12:34		15:06		
23	06:02	12:30	12:35	15:28		
24	05:42	12:21	12:32	15:15		
25	05:51	12:02	12:23	15:08		
26	06:00		12:05			
27	06:04					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**BEBOSO LC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:00		15:12		
2	06:13	12:17	13:05	15:06		
3	06:02	12:32	12:18			
4	06:20	12:06	12:51			
5	07:27	12:26		15:43		
6	06:02		12:27			
7						
8		12:11		15:02		
9	06:05	12:13	12:14	15:08		
10	05:58	12:23	12:27			
11	05:58	12:38	15:08	15:01		
12	06:13	12:18	12:40	15:03		
13	06:03		12:28			
14						
15		12:17		15:08		
16	05:55	12:26	13:00	15:22		
17	06:10	12:33	15:21	15:39		
18	05:55	12:26	12:54	15:07		
19	06:13	12:39	12:28	15:20		
20	05:56		12:41			
21						
22		12:34		15:06		
23	06:02	12:30	12:35	15:28		
24	05:42	12:21	12:32	15:15		
25	05:51	12:02	12:23	15:08		
26	06:00		12:05			
27	06:04					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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DAILY TIME RECORD**CRUZ EC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:02		17:06		
2	07:33	12:00	12:06	17:02		
3	08:49	12:01	12:07	18:05		
4	09:14	12:00		17:16		
5	08:35	12:02	12:02			
6	08:39		17:23			
7						
8		12:00		17:07		
9	08:29	12:01	12:02	17:00		
10	07:40	12:03	12:03			
11	07:35	12:02	17:01	17:04		
12	07:31	12:00	12:04	17:00		
13	07:30		12:02			
14						
15		12:01				
16	07:45	12:03	17:05	17:00		
17		12:00	12:04			
18		12:00	17:09			
19	07:44	12:06	17:00	16:45		
20	07:42		12:09			
21						
22		12:00		18:41		
23	10:19	11:58				
24	07:21	12:05	17:00	16:49		
25	07:46		12:07			
26		12:15	Absence			
27	07:40					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**CRUZ EC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:02		17:06		
2	07:33	12:00	12:06	17:02		
3	08:49	12:01	12:07	18:05		
4	09:14	12:00		17:16		
5	08:35	12:02	12:02			
6	08:39		17:23			
7						
8		12:00		17:07		
9	08:29	12:01	12:02	17:00		
10	07:40	12:03	12:03			
11	07:35	12:02	17:01	17:04		
12	07:31	12:00	12:04	17:00		
13	07:30		12:02			
14						
15		12:01				
16	07:45	12:03	17:05	17:00		
17		12:00	12:04			
18		12:00	17:09			
19	07:44	12:06	17:00	16:45		
20	07:42		12:09			
21						
22		12:00		18:41		
23	10:19	11:58				
24	07:21	12:05	17:00	16:49		
25	07:46		12:07			
26		12:15	Absence			
27	07:40					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**OLIVEROS SC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1				18:46		
2	09:58			18:47		
3	10:00	12:01		18:41		
4		12:04		18:47		
5	09:51	12:06	12:08	18:46		
6	09:46		12:08			
7						
8		12:00		18:47		
9	09:54	12:05	12:04	18:46		
10	09:47	12:01		18:46		
11	09:37	12:05		18:50		
12	09:48	12:02	12:08	18:49		
13	09:50					
14						
15		12:04		18:50		
16	09:50	12:04	12:07	18:50		
17	10:07		12:06	17:48		
18	09:18	12:07		18:49		
19	09:46	12:12	12:10	18:44		
20	09:33					
21						
22						
23		12:02	Absence	18:46		
24	09:51	12:05		18:47		
25	10:02	12:13	12:07	18:49		
26	09:50		12:15			
27	09:56					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**OLIVEROS SC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1				18:46		
2	09:58			18:47		
3	10:00	12:01		18:41		
4		12:04		18:47		
5	09:51	12:06	12:08	18:46		
6	09:46		12:08			
7						
8		12:00		18:47		
9	09:54	12:05	12:04	18:46		
10	09:47	12:01		18:46		
11	09:37	12:05		18:50		
12	09:48	12:02	12:08	18:49		
13	09:50					
14						
15		12:04		18:50		
16	09:50	12:04	12:07	18:50		
17	10:07		12:06	17:48		
18	09:18	12:07		18:49		
19	09:46	12:12	12:10	18:44		
20	09:33					
21						
22						
23		12:02	Absence	18:46		
24	09:51	12:05		18:47		
25	10:02	12:13	12:07	18:49		
26	09:50		12:15			
27	09:56					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

Civil Service Form No. 48, after completion, Should be filed in the records of the Bureau or Office which submits the monthly report on Civil Service Form No. 3 to the Bureau of Civil Service.

In lieu of the above, court interpreters and stenographers who accompany the judges of the Court of First Instance will fill out the daily time reports on this form in triplicate, after which they should be approved by the judge with whom service has been rendered, or by an officer of the Department of Justice authorized to do so. The original should be forwarded promptly after the end of the month to the Bureau of Civil Service, thru the Department of Justice, the duplicate to kept in the department of justice; and the triplicate, in the office of the Clerk of Court where service was rendered.

In the space provided for the purpose on the other side will be indicated the office hours the employee is required to observe, as for example, "Regular days, 8:00 to 12:00 and 1:00 to 4:00; Saturdays 8:00 to 1:00."

Attention is invited to paragraph 3, Civil Service Rule XV, Executive Order No. 5, series of 1909, which reads as follows:

"Each chief of a Bureau or Office shall require a daily record of attendance of all the officers and employees under him entitled to leave or absence or vacation (including teachers) to be kept on the proper form and also a systematic office record showing for each day all absences from duty from any cause whatever. At the beginning of each month he shall report to the Commissioner on the proper form of all absences from any cause whatever, including the exact amount of undertime of each person for each day. Officers or employees serving in the field or on the water need not be required to keep a daily record, but all absences of such employees must be included in the monthly report of changes and absences. Falsification of time records will render the offending officers or employee liable to summary removal

(NOTE - A record made from memory at sometime subsequent to the occurrence of as event is not reliable. Non observance of office hours deprives the employee of the leave privileges although he may have rendered overtime service. Where service rendered outside of the Office for the whole morning or afternoon, notation to that effect should be made clearly.)

INSTRUCTIONS

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DAILY TIME RECORD**PACQUING EL***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:03		15:12		
2	07:37	12:14	12:07			
3	05:52	12:32	15:05			
4	06:49	12:05	12:34			
5	06:47	12:11				
6	05:57					
7						
8		12:08		15:02		
9	05:46	12:12	12:11	15:03		
10	05:49	12:17	12:22	15:02		
11	05:53	12:05	12:18	15:02		
12	05:52	12:18	12:37	15:03		
13	05:45		12:26			
14						
15		12:13				
16	05:54	12:27	15:06	15:06		
17	05:59	12:17	12:29	15:06		
18	06:03	12:18	12:18	15:03		
19	05:49	12:19	12:21	15:20		
20	05:53		12:21			
21						
22		12:29		15:05		
23	05:54	12:20	12:45	15:06		
24	05:55	12:11	12:22	15:15		
25	05:54	12:15	12:13	15:08		
26	05:58		12:18			
27	05:58					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**PACQUING EL***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:03		15:12		
2	07:37	12:14	12:07			
3	05:52	12:32	15:05			
4	06:49	12:05	12:34			
5	06:47	12:11				
6	05:57					
7						
8		12:08		15:02		
9	05:46	12:12	12:11	15:03		
10	05:49	12:17	12:22	15:02		
11	05:53	12:05	12:18	15:02		
12	05:52	12:18	12:37	15:03		
13	05:45		12:26			
14						
15		12:13				
16	05:54	12:27	15:06	15:06		
17	05:59	12:17	12:29	15:06		
18	06:03	12:18	12:18	15:03		
19	05:49	12:19	12:21	15:20		
20	05:53		12:21			
21						
22		12:29		15:05		
23	05:54	12:20	12:45	15:06		
24	05:55	12:11	12:22	15:15		
25	05:54	12:15	12:13	15:08		
26	05:58		12:18			
27	05:58					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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In lieu of the above, court interpreters and stenographers who accompany the judges of the Court of First Instance will fill out the daily time reports on this form in triplicate, after which they should be approved by the judge with whom service has been rendered, or by an officer of the Department of Justice authorized to do so. The original should be forwarded promptly after the end of the month to the Bureau of Civil Service, thru the Department of Justice, the duplicate to kept in the department of justice; and the triplicate, in the office of the Clerk of Court where service was rendered.

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(NOTE - A record made from memory at sometime subsequent to the occurrence of as event is not reliable. Non observance of office hours deprives the employee of the leave privileges although he may have rendered overtime service. Where service rendered outside of the Office for the whole morning or afternoon, notation to that effect should be made clearly.)

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DAILY TIME RECORD**DAPADAP MQ**

(Name)

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:42		18:40		
2	08:43	11:44		18:44		
3	08:44	11:50		18:41		
4	08:48	11:43		18:41		
5	08:49	11:50		18:01		
6	08:20					
7						
8		11:27		18:41		
9	08:49	11:46		18:41		
10	08:46	11:42		18:41		
11	08:41	11:46		18:40		
12	08:39	11:28		18:40		
13	08:51					
14						
15		11:51		18:43		
16	08:32	11:47		18:44		
17	08:47	11:45		18:43		
18	08:50	11:48		18:50		
19	08:52			18:45		
20	08:40		13:14			
21						
22		11:34		18:41		
23	08:37	11:46		18:41		
24	08:47			18:23		
25	08:55	11:37		18:42		
26	08:55					
27	08:07					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**DAPADAP MQ**

(Name)

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:42		18:40		
2	08:43	11:44		18:44		
3	08:44	11:50		18:41		
4	08:48	11:43		18:41		
5	08:49	11:50		18:01		
6	08:20					
7						
8		11:27		18:41		
9	08:49	11:46		18:41		
10	08:46	11:42		18:41		
11	08:41	11:46		18:40		
12	08:39	11:28		18:40		
13	08:51					
14						
15		11:51		18:43		
16	08:32	11:47		18:44		
17	08:47	11:45		18:43		
18	08:50	11:48		18:50		
19	08:52			18:45		
20	08:40		13:14			
21						
22		11:34		18:41		
23	08:37	11:46		18:41		
24	08:47			18:23		
25	08:55	11:37		18:42		
26	08:55					
27	08:07					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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Attention is invited to paragraph 3, Civil Service Rule XV, Executive Order No. 5, series of 1909, which reads as follows:

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(NOTE - A record made from memory at sometime subsequent to the occurrence of as event is not reliable. Non observance of office hours deprives the employee of the leave privileges although he may have rendered overtime service. Where service rendered outside of the Office for the whole morning or afternoon, notation to that effect should be made clearly.)

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DAILY TIME RECORD**RIVERA KJA***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:11		16:08		
2	06:43	11:31	12:33			
3	06:42	11:22	16:11			
4	06:41	11:11	16:18			
5	06:47	11:07	16:20			
6	06:44		16:14			
7						
8		11:28				
9	06:43	11:28	16:06			
10	06:43	11:37	16:08			
11	06:43	11:36	16:15			
12	06:40	11:35	16:52			
13	06:42		16:08			
14						
15		11:34				
16	06:58	11:06	16:12			
17	06:47	11:45	16:11			
18	06:47	11:34	16:10			
19	06:52	11:44	16:06			
20	06:47		16:09			
21						
22		12:41				
23	06:46	11:17	16:05			
24	06:48	11:10	16:07			
25	06:45	11:09	16:09			
26	06:52	11:19	16:08			
27	06:45					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**RIVERA KJA***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:11		16:08		
2	06:43	11:31	12:33			
3	06:42	11:22	16:11			
4	06:41	11:11	16:18			
5	06:47	11:07	16:20			
6	06:44		16:14			
7						
8		11:28				
9	06:43	11:28	16:06			
10	06:43	11:37	16:08			
11	06:43	11:36	16:15			
12	06:40	11:35	16:52			
13	06:42		16:08			
14						
15		11:34				
16	06:58	11:06	16:12			
17	06:47	11:45	16:11			
18	06:47	11:34	16:10			
19	06:52	11:44	16:06			
20	06:47		16:09			
21						
22		12:41				
23	06:46	11:17	16:05			
24	06:48	11:10	16:07			
25	06:45	11:09	16:09			
26	06:52	11:19	16:08			
27	06:45					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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DAILY TIME RECORD**BULAN AV***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1		12:12		15:41		
2	06:00	12:09	12:32	15:44		
3	05:48	12:02	12:33			
4	06:21	12:14				
5	06:51	12:12		15:48		
6	05:53		12:37			
7						
8		12:07		15:24		
9	06:02	12:07	12:37	15:50		
10	05:39	12:32	12:31			
11	05:38	12:06	15:43	15:45		
12	05:40	12:10	12:32	15:39		
13	05:47		12:46			
14						
15		12:32				
16	05:52		15:44			
17	05:52		15:48			
18	05:52	12:15	16:52	15:58		
19	05:57	12:13	12:39			
20	05:59		15:31			
21						
22				15:47		
23	05:34		12:45			
24	05:52	12:01		16:22		
25	06:02	12:07	12:27	15:35		
26	05:55	12:11	12:31			
27	06:01					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**BULAN AV***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1		12:12		15:41		
2	06:00	12:09	12:32	15:44		
3	05:48	12:02	12:33			
4	06:21	12:14				
5	06:51	12:12		15:48		
6	05:53		12:37			
7						
8		12:07		15:24		
9	06:02	12:07	12:37	15:50		
10	05:39	12:32	12:31			
11	05:38	12:06	15:43	15:45		
12	05:40	12:10	12:32	15:39		
13	05:47		12:46			
14						
15		12:32				
16	05:52		15:44			
17	05:52		15:48			
18	05:52	12:15	16:52	15:58		
19	05:57	12:13	12:39			
20	05:59		15:31			
21						
22				15:47		
23	05:34		12:45			
24	05:52	12:01		16:22		
25	06:02	12:07	12:27	15:35		
26	05:55	12:11	12:31			
27	06:01					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

Civil Service Form No. 48, after completion, Should be filed in the records of the Bureau or Office which submits the monthly report on Civil Service Form No. 3 to the Bureau of Civil Service.

In lieu of the above, court interpreters and stenographers who accompany the judges of the Court of First Instance will fill out the daily time reports on this form in triplicate, after which they should be approved by the judge with whom service has been rendered, or by an officer of the Department of Justice authorized to do so. The original should be forwarded promptly after the end of the month to the Bureau of Civil Service, thru the Department of Justice, the duplicate to kept in the department of justice; and the triplicate, in the office of the Clerk of Court where service was rendered.

In the space provided for the purpose on the other side will be indicated the office hours the employee is required to observe, as for example, "Regular days, 8:00 to 12:00 and 1:00 to 4:00; Saturdays 8:00 to 1:00."

Attention is invited to paragraph 3, Civil Service Rule XV, Executive Order No. 5, series of 1909, which reads as follows:

"Each chief of a Bureau or Office shall require a daily record of attendance of all the officers and employees under him entitled to leave or absence or vacation (including teachers) to be kept on the proper form and also a systematic office record showing for each day all absences from duty from any cause whatever. At the beginning of each month he shall report to the Commissioner on the proper form of all absences from any cause whatever, including the exact amount of undertime of each person for each day. Officers or employees serving in the field or on the water need not be required to keep a daily record, but all absences of such employees must be included in the monthly report of changes and absences. Falsification of time records will render the offending officers or employee liable to summary removal

(NOTE - A record made from memory at sometime subsequent to the occurrence of as event is not reliable. Non observance of office hours deprives the employee of the leave privileges although he may have rendered overtime service. Where service rendered outside of the Office for the whole morning or afternoon, notation to that effect should be made clearly.)

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DAILY TIME RECORD**BATISTIS DF***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1	15:26	12:04		15:02		
2	05:55	12:01	12:57	15:09		
3	05:50	12:00	12:09			
4	05:48	12:00				
5	06:43	12:00		15:39		
6	05:55		12:06			
7						
8		12:01		15:24		
9	06:06	12:00	12:09	15:00		
10	05:44	12:00	12:05	15:19		
11	05:50	12:00	12:05	15:24		
12	05:55	12:07	12:04			
13	05:59					
14						
15		12:02		15:04		
16	05:56		12:08	15:37		
17	06:04		12:57			
18	11:15	12:00	15:58	15:02		
19	05:59	12:13	12:10			
20	06:03		15:31			
21						
22		12:11		15:45		
23	05:54		12:15			
24	05:56	12:02		16:26		
25	06:02	12:01	12:27	15:09		
26	06:02	12:08	12:44			
27	06:01					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**BATISTIS DF***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
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2	05:55	12:01	12:57	15:09		
3	05:50	12:00	12:09			
4	05:48	12:00				
5	06:43	12:00		15:39		
6	05:55		12:06			
7						
8		12:01		15:24		
9	06:06	12:00	12:09	15:00		
10	05:44	12:00	12:05	15:19		
11	05:50	12:00	12:05	15:24		
12	05:55	12:07	12:04			
13	05:59					
14						
15		12:02		15:04		
16	05:56		12:08	15:37		
17	06:04		12:57			
18	11:15	12:00	15:58	15:02		
19	05:59	12:13	12:10			
20	06:03		15:31			
21						
22		12:11		15:45		
23	05:54		12:15			
24	05:56	12:02		16:26		
25	06:02	12:01	12:27	15:09		
26	06:02	12:08	12:44			
27	06:01					
28						
29						
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31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**MANLANGIT CP***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1		12:12		15:42		
2	05:59	12:10	12:32	15:38		
3	05:57	12:19	12:33			
4	06:59	12:23				
5	07:04	12:12		16:31		
6	06:02		12:37			
7						
8		12:09		15:24		
9	05:59	12:07	12:37	16:05		
10	06:06	12:35	12:31	15:57		
11	06:04	12:06	12:37	15:28		
12	05:58	12:10	12:33	15:17		
13	05:59		12:46			
14						
15		12:14				
16	06:04			15:47		
17	06:09		12:57			
18	06:13	12:15	16:51	15:11		
19	06:12	12:15	12:39			
20	06:12		15:31			
21						
22		12:12		16:04		
23	06:05	12:37	12:36	16:31		
24	06:05	12:02	12:44	16:23		
25	06:07	12:07	12:27	15:58		
26	06:13	12:18	12:32			
27	06:06					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**MANLANGIT CP***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1		12:12		15:42		
2	05:59	12:10	12:32	15:38		
3	05:57	12:19	12:33			
4	06:59	12:23				
5	07:04	12:12		16:31		
6	06:02		12:37			
7						
8		12:09		15:24		
9	05:59	12:07	12:37	16:05		
10	06:06	12:35	12:31	15:57		
11	06:04	12:06	12:37	15:28		
12	05:58	12:10	12:33	15:17		
13	05:59		12:46			
14						
15		12:14				
16	06:04			15:47		
17	06:09		12:57			
18	06:13	12:15	16:51	15:11		
19	06:12	12:15	12:39			
20	06:12		15:31			
21						
22		12:12		16:04		
23	06:05	12:37	12:36	16:31		
24	06:05	12:02	12:44	16:23		
25	06:07	12:07	12:27	15:58		
26	06:13	12:18	12:32			
27	06:06					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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DAILY TIME RECORD**ESTABAYA LE***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:01		15:08		
2	06:02	12:01	13:05	15:04		
3	05:49	12:04	12:09			
4	05:59	12:01				
5	06:45	12:01	12:27	15:03		
6	05:56		12:50			
7						
8		12:00		15:00		
9	05:39	12:03	12:01			
10	06:01	12:04	15:00			
11	05:43	12:03	15:27			
12	05:51	12:00				
13	05:59					
14						
15		12:05				
16	06:07	12:09	13:08			
17	05:55	12:17	15:14	15:06		
18	06:06	11:40	12:20			
19	05:48	12:24	16:50			
20	05:54		15:17			
21						
22		12:06		15:01		
23	06:05	12:05	12:08			
24	06:03	12:04		15:30		
25	06:03	12:02	12:05	15:05		
26	06:03	12:04	12:04			
27	05:52					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**ESTABAYA LE***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:01		15:08		
2	06:02	12:01	13:05	15:04		
3	05:49	12:04	12:09			
4	05:59	12:01				
5	06:45	12:01	12:27	15:03		
6	05:56		12:50			
7						
8		12:00		15:00		
9	05:39	12:03	12:01			
10	06:01	12:04	15:00			
11	05:43	12:03	15:27			
12	05:51	12:00				
13	05:59					
14						
15		12:05				
16	06:07	12:09	13:08			
17	05:55	12:17	15:14	15:06		
18	06:06	11:40	12:20			
19	05:48	12:24	16:50			
20	05:54		15:17			
21						
22		12:06		15:01		
23	06:05	12:05	12:08			
24	06:03	12:04		15:30		
25	06:03	12:02	12:05	15:05		
26	06:03	12:04	12:04			
27	05:52					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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(NOTE - A record made from memory at sometime subsequent to the occurrence of as event is not reliable. Non observance of office hours deprives the employee of the leave privileges although he may have rendered overtime service. Where service rendered outside of the Office for the whole morning or afternoon, notation to that effect should be made clearly.)

DAILY TIME RECORD**DAPADAP SR***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:41		18:06		
2	08:43	11:43		18:44		
3	08:44	11:50		18:10		
4	08:48	11:42		18:12		
5	08:48	11:45		18:01		
6	08:20					
7						
8		11:27		18:02		
9	08:49	11:46		18:16		
10	08:45	11:41		18:02		
11	08:41	11:45		18:03		
12	08:39			18:01		
13	08:51					
14						
15		11:51		18:05		
16	08:32	11:47		18:10		
17	08:47	11:45		18:08		
18	08:50	11:48		18:17		
19	08:52	11:46		18:45		
20	08:40					
21						
22		11:34		18:01		
23	08:37	11:46		18:03		
24	08:47			18:22		
25	08:54	11:37		18:06		
26	08:55					
27	08:07					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**DAPADAP SR***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:41		18:06		
2	08:43	11:43		18:44		
3	08:44	11:50		18:10		
4	08:48	11:42		18:12		
5	08:48	11:45		18:01		
6	08:20					
7						
8		11:27		18:02		
9	08:49	11:46		18:16		
10	08:45	11:41		18:02		
11	08:41	11:45		18:03		
12	08:39			18:01		
13	08:51					
14						
15		11:51		18:05		
16	08:32	11:47		18:10		
17	08:47	11:45		18:08		
18	08:50	11:48		18:17		
19	08:52	11:46		18:45		
20	08:40					
21						
22		11:34		18:01		
23	08:37	11:46		18:03		
24	08:47			18:22		
25	08:54	11:37		18:06		
26	08:55					
27	08:07					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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DAILY TIME RECORD**BARNACHEA AR B***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:04		15:01		
2	05:57	12:03	12:22			
3	05:45	12:00				
4	06:39	12:16				
5	06:35	12:03		15:03		
6	05:38		12:29			
7						
8		12:02		15:01		
9	05:43	12:01	12:26	15:01		
10	05:39	12:36	12:38	15:01		
11	05:44	12:09	12:37	15:00		
12	05:46	12:09	12:12	15:01		
13	05:47		12:11			
14						
15		12:15		15:04		
16	05:50	12:14	12:17	15:03		
17	05:46	12:25	12:16	15:04		
18	05:50	12:22	12:26			
19	05:48	12:25	15:06	15:17		
20	05:48		12:27			
21						
22		12:23		15:04		
23	05:46	12:07	12:24			
24	05:51	12:12		15:12		
25	05:50	12:06	12:14			
26	05:55					
27	05:47					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**BARNACHEA AR B***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:04		15:01		
2	05:57	12:03	12:22			
3	05:45	12:00				
4	06:39	12:16				
5	06:35	12:03		15:03		
6	05:38		12:29			
7						
8		12:02		15:01		
9	05:43	12:01	12:26	15:01		
10	05:39	12:36	12:38	15:01		
11	05:44	12:09	12:37	15:00		
12	05:46	12:09	12:12	15:01		
13	05:47		12:11			
14						
15		12:15		15:04		
16	05:50	12:14	12:17	15:03		
17	05:46	12:25	12:16	15:04		
18	05:50	12:22	12:26			
19	05:48	12:25	15:06	15:17		
20	05:48		12:27			
21						
22		12:23		15:04		
23	05:46	12:07	12:24			
24	05:51	12:12		15:12		
25	05:50	12:06	12:14			
26	05:55					
27	05:47					
28						
29						
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TOTAL						

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(See Instructions on back)

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DAILY TIME RECORD**ALAYON CA***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1						
2		12:02	15:16	15:07		
3	05:57	12:14	12:59			
4	06:52	12:33				
5	06:47	11:55				
6	05:55		15:07			
7						
8		11:57		15:04		
9	05:47		13:03	15:04		
10	05:49	12:00	13:09	15:04		
11	05:52	12:02	13:11			
12	05:49	12:01	15:07	15:31		
13	05:52		13:11			
14						
15		12:05		15:08		
16	05:51		13:10	15:08		
17	05:54	12:05	13:00	15:09		
18	05:57	12:01	13:04	15:09		
19	05:57	12:05	13:24	15:22		
20	06:03		13:14			
21						
22		12:04		15:08		
23	05:51	12:06	13:12	15:20		
24	05:53	12:07	13:18	15:21		
25	05:56	12:04	13:06	15:10		
26	05:57		13:12			
27	05:55					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**ALAYON CA***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1						
2		12:02	15:16	15:07		
3	05:57	12:14	12:59			
4	06:52	12:33				
5	06:47	11:55				
6	05:55		15:07			
7						
8		11:57		15:04		
9	05:47		13:03	15:04		
10	05:49	12:00	13:09	15:04		
11	05:52	12:02	13:11			
12	05:49	12:01	15:07	15:31		
13	05:52		13:11			
14						
15		12:05		15:08		
16	05:51		13:10	15:08		
17	05:54	12:05	13:00	15:09		
18	05:57	12:01	13:04	15:09		
19	05:57	12:05	13:24	15:22		
20	06:03		13:14			
21						
22		12:04		15:08		
23	05:51	12:06	13:12	15:20		
24	05:53	12:07	13:18	15:21		
25	05:56	12:04	13:06	15:10		
26	05:57		13:12			
27	05:55					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**ENDAYA JE***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:02		18:45		
2	08:56	12:05	12:06	18:47		
3	09:22	12:02	12:08	18:42		
4	09:16	12:03		18:47		
5	09:16	12:05	12:07	18:45		
6	09:23		12:08			
7						
8		12:03		18:46		
9	09:15	12:05	12:08	18:46		
10	09:04	12:00	12:10	18:45		
11	09:33	12:06	12:02	18:50		
12	09:03	12:01	12:08	18:49		
13	09:25					
14						
15		12:04		18:50		
16	09:25	12:04	12:07	18:50		
17	09:24		12:06	17:53		
18	09:12	12:07		18:49		
19	09:22	12:12	12:10	18:44		
20	09:18		12:13			
21						
22		12:05		18:46		
23	09:06	12:02	12:08	18:46		
24	09:27	12:02		18:47		
25	09:01	12:10	12:04	18:49		
26	09:11		12:12			
27	09:03					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**ENDAYA JE***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:02		18:45		
2	08:56	12:05	12:06	18:47		
3	09:22	12:02	12:08	18:42		
4	09:16	12:03		18:47		
5	09:16	12:05	12:07	18:45		
6	09:23		12:08			
7						
8		12:03		18:46		
9	09:15	12:05	12:08	18:46		
10	09:04	12:00	12:10	18:45		
11	09:33	12:06	12:02	18:50		
12	09:03	12:01	12:08	18:49		
13	09:25					
14						
15		12:04		18:50		
16	09:25	12:04	12:07	18:50		
17	09:24		12:06	17:53		
18	09:12	12:07		18:49		
19	09:22	12:12	12:10	18:44		
20	09:18		12:13			
21						
22		12:05		18:46		
23	09:06	12:02	12:08	18:46		
24	09:27	12:02		18:47		
25	09:01	12:10	12:04	18:49		
26	09:11		12:12			
27	09:03					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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INSTRUCTIONS

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DAILY TIME RECORD**ROMANO MRD***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:11		16:05		
2	10:33	12:21	12:22			
3	07:52		12:23			
4	07:45		12:51			
5	08:03	12:07		17:26		
6	07:55		12:51			
7						
8		12:06		17:20		
9	08:12		12:12			
10	07:58	12:08		17:30		
11	08:09	12:02	12:45	17:06		
12	07:51	12:11	12:03	18:29		
13	08:05		12:15			
14						
15		12:07		17:21		
16	08:03	12:09	12:19	17:17		
17	07:58	12:19	12:31			
18	08:07		12:36			
19		12:07	17:10	17:16		
20	08:15		12:37			
21						
22		12:07		17:23		
23	08:09	12:04	12:41	17:35		
24	08:01	12:03	12:47	17:58		
25	07:56	12:02	12:15	18:07		
26	07:59	12:16				
27	08:09					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**ROMANO MRD***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:11		16:05		
2	10:33	12:21	12:22			
3	07:52		12:23			
4	07:45		12:51			
5	08:03	12:07		17:26		
6	07:55		12:51			
7						
8		12:06		17:20		
9	08:12		12:12			
10	07:58	12:08		17:30		
11	08:09	12:02	12:45	17:06		
12	07:51	12:11	12:03	18:29		
13	08:05		12:15			
14						
15		12:07		17:21		
16	08:03	12:09	12:19	17:17		
17	07:58	12:19	12:31			
18	08:07		12:36			
19		12:07	17:10	17:16		
20	08:15		12:37			
21						
22		12:07		17:23		
23	08:09	12:04	12:41	17:35		
24	08:01	12:03	12:47	17:58		
25	07:56	12:02	12:15	18:07		
26	07:59	12:16				
27	08:09					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**PALAD RJM***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:03		15:04		
2	05:51	12:04	12:22			
3	05:52	12:15				
4	06:39					
5	06:36	12:04		15:03		
6	05:34		12:29			
7						
8		12:01		15:00		
9	05:36	12:00	12:26	15:00		
10	05:48	12:00	12:38	15:00		
11	05:57	12:09	12:38	15:00		
12	05:47	12:00	12:14	15:01		
13	06:04		12:17			
14						
15		12:08		15:05		
16	05:43	12:02	12:29	15:03		
17	05:49	12:16	12:07	15:05		
18	05:44	12:22	12:20			
19	05:53	12:25	15:04	15:17		
20	05:58		12:27			
21						
22		12:23				
23	05:47	12:09	15:04	15:05		
24	05:44	12:12	12:12	15:16		
25	05:57	12:00	12:14			
26	06:00					
27	05:47					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**PALAD RJM***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:03		15:04		
2	05:51	12:04	12:22			
3	05:52	12:15				
4	06:39					
5	06:36	12:04		15:03		
6	05:34		12:29			
7						
8		12:01		15:00		
9	05:36	12:00	12:26	15:00		
10	05:48	12:00	12:38	15:00		
11	05:57	12:09	12:38	15:00		
12	05:47	12:00	12:14	15:01		
13	06:04		12:17			
14						
15		12:08		15:05		
16	05:43	12:02	12:29	15:03		
17	05:49	12:16	12:07	15:05		
18	05:44	12:22	12:20			
19	05:53	12:25	15:04	15:17		
20	05:58		12:27			
21						
22		12:23				
23	05:47	12:09	15:04	15:05		
24	05:44	12:12	12:12	15:16		
25	05:57	12:00	12:14			
26	06:00					
27	05:47					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**CAGURANGAN CJ***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:20		18:02		
2	08:53	11:16		18:01		
3	09:14					
4	08:58		17:02			
5			Absence			
6			Absence			
7						
8				18:02		
9	09:08					
10	09:02					
11			Absence			
12			Absence			
13			Absence			
14						
15		11:32		18:03		
16	08:59			18:02		
17	09:01			18:06		
18	08:59	11:09		18:02		
19	09:06			18:01		
20	09:14					
21						
22				18:06		
23	09:10	11:13		18:34		
24	09:17					
25		11:21	Absence	18:02		
26	09:08					
27	09:01					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**CAGURANGAN CJ***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:20		18:02		
2	08:53	11:16		18:01		
3	09:14					
4	08:58		17:02			
5			Absence			
6			Absence			
7						
8				18:02		
9	09:08					
10	09:02					
11			Absence			
12			Absence			
13			Absence			
14						
15		11:32		18:03		
16	08:59			18:02		
17	09:01			18:06		
18	08:59	11:09		18:02		
19	09:06			18:01		
20	09:14					
21						
22				18:06		
23	09:10	11:13		18:34		
24	09:17					
25		11:21	Absence	18:02		
26	09:08					
27	09:01					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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DAILY TIME RECORD**EDOSMA JE***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1						
2	07:08	12:22	16:08			
3	07:11		16:06			
4	07:06	11:19	13:17			
5	07:08		15:26			
6	07:02		14:04			
7						
8						
9	06:58		16:18			
10	07:02		16:07			
11	07:10		16:08			
12	07:03		16:12			
13	07:14		13:28			
14						
15		12:04				
16	06:59	11:19	17:18			
17	07:06		16:17			
18	07:03		16:07			
19	07:06		16:27			
20	07:19		16:04			
21						
22				17:32		
23	06:58		18:33			
24	07:07					
25			Absence			
26	07:09		16:06			
27	07:09					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**EDOSMA JE***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1						
2	07:08	12:22	16:08			
3	07:11		16:06			
4	07:06	11:19	13:17			
5	07:08		15:26			
6	07:02		14:04			
7						
8						
9	06:58		16:18			
10	07:02		16:07			
11	07:10		16:08			
12	07:03		16:12			
13	07:14		13:28			
14						
15		12:04				
16	06:59	11:19	17:18			
17	07:06		16:17			
18	07:03		16:07			
19	07:06		16:27			
20	07:19		16:04			
21						
22				17:32		
23	06:58		18:33			
24	07:07					
25			Absence			
26	07:09		16:06			
27	07:09					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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INSTRUCTIONS

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DAILY TIME RECORD**GONZALES JM***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		09:58		18:41		
2	09:54			18:40		
3	09:36	11:22		18:40		
4	09:37			18:45		
5	09:35	11:51		18:48		
6	09:38					
7						
8		11:25		18:43		
9	09:44			18:42		
10	09:46			18:41		
11	09:44			18:42		
12	09:38			18:49		
13	09:39					
14						
15						
16			Absence			
17			Absence			
18			Absence			
19			Absence	18:45		
20	09:38					
21						
22				19:57		
23	09:07			18:43		
24	09:40			18:48		
25	10:24			18:46		
26	09:41					
27	09:51					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**GONZALES JM***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		09:58		18:41		
2	09:54			18:40		
3	09:36	11:22		18:40		
4	09:37			18:45		
5	09:35	11:51		18:48		
6	09:38					
7						
8		11:25		18:43		
9	09:44			18:42		
10	09:46			18:41		
11	09:44			18:42		
12	09:38			18:49		
13	09:39					
14						
15						
16			Absence			
17			Absence			
18			Absence			
19			Absence	18:45		
20	09:38					
21						
22				19:57		
23	09:07			18:43		
24	09:40			18:48		
25	10:24			18:46		
26	09:41					
27	09:51					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**NAVAL JR***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1		12:02		15:01		
2	05:49	12:04	12:22			
3	05:50	12:03				
4	06:48	12:07				
5	06:48	12:06		15:04		
6	05:47		12:30			
7						
8		12:04		15:01		
9	05:54	12:01	12:25	15:01		
10	05:52	12:36	12:29	15:07		
11	05:50	12:09	12:37	15:01		
12	05:41	12:09	12:12	15:02		
13	05:45		12:11			
14						
15				15:04		
16	05:58	12:14	13:34	15:05		
17	05:48	12:16	12:16			
18	05:46	12:22	15:06			
19	05:53	12:25	15:05	15:19		
20	05:51		12:27			
21						
22		12:23				
23	05:52	12:15	15:05	15:06		
24	05:57	12:13	12:16	15:13		
25	05:55	12:07	12:15			
26	05:50		15:04			
27	05:46					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**NAVAL JR***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1		12:02		15:01		
2	05:49	12:04	12:22			
3	05:50	12:03				
4	06:48	12:07				
5	06:48	12:06		15:04		
6	05:47		12:30			
7						
8		12:04		15:01		
9	05:54	12:01	12:25	15:01		
10	05:52	12:36	12:29	15:07		
11	05:50	12:09	12:37	15:01		
12	05:41	12:09	12:12	15:02		
13	05:45		12:11			
14						
15				15:04		
16	05:58	12:14	13:34	15:05		
17	05:48	12:16	12:16			
18	05:46	12:22	15:06			
19	05:53	12:25	15:05	15:19		
20	05:51		12:27			
21						
22		12:23				
23	05:52	12:15	15:05	15:06		
24	05:57	12:13	12:16	15:13		
25	05:55	12:07	12:15			
26	05:50		15:04			
27	05:46					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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DAILY TIME RECORD**QUINTO M***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1						
2		12:11	Absence	15:06		
3	10:06	12:31	12:16			
4	06:46	12:00	12:35			
5	06:28	12:25				
6	05:28		15:43			
7						
8		12:07		15:02		
9	05:27	12:12	12:09			
10	05:31	12:17	15:05	15:02		
11	05:34	12:06	12:24	15:01		
12	05:36	12:17	12:37	15:02		
13	05:35		12:26			
14						
15		12:16		15:06		
16	05:36	12:26	12:21	15:07		
17	05:15	12:17	12:29			
18	05:32	12:25	16:51	16:47		
19	05:36	12:39	12:27			
20	05:33		16:58			
21						
22		12:34		15:33		
23	05:33	12:29	12:35			
24	05:38	12:10	15:25	15:15		
25	05:34	12:16	15:10	15:08		
26	05:35		12:18			
27	05:37					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**QUINTO M***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1						
2		12:11	Absence	15:06		
3	10:06	12:31	12:16			
4	06:46	12:00	12:35			
5	06:28	12:25				
6	05:28		15:43			
7						
8		12:07		15:02		
9	05:27	12:12	12:09			
10	05:31	12:17	15:05	15:02		
11	05:34	12:06	12:24	15:01		
12	05:36	12:17	12:37	15:02		
13	05:35		12:26			
14						
15		12:16		15:06		
16	05:36	12:26	12:21	15:07		
17	05:15	12:17	12:29			
18	05:32	12:25	16:51	16:47		
19	05:36	12:39	12:27			
20	05:33		16:58			
21						
22		12:34		15:33		
23	05:33	12:29	12:35			
24	05:38	12:10	15:25	15:15		
25	05:34	12:16	15:10	15:08		
26	05:35		12:18			
27	05:37					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**ARMINAL JP***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1		12:12		15:23		
2	06:00	12:09	12:32	15:09		
3	05:58	12:03	12:33			
4	06:24	12:14				
5	06:53	12:12		15:40		
6	05:56		12:37			
7						
8		12:07		15:24		
9	05:55	12:08	12:38	15:10		
10	05:52	12:32	12:31	15:24		
11	05:47	12:06	12:38	15:24		
12	05:52	12:10	12:32	15:03		
13	06:04		12:46			
14						
15		12:13		15:42		
16	06:00		13:02	15:16		
17	05:59		12:56			
18	05:56	12:15	16:52	15:03		
19	06:03	12:10	12:39	15:31		
20	06:02		12:38			
21						
22		12:12		15:14		
23	06:00	12:35	12:36	15:31		
24	06:08	12:02	12:44	15:50		
25	06:01	12:07	12:27	15:10		
26	06:05	12:12	12:31			
27	05:59					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**ARMINAL JP***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1		12:12		15:23		
2	06:00	12:09	12:32	15:09		
3	05:58	12:03	12:33			
4	06:24	12:14				
5	06:53	12:12		15:40		
6	05:56		12:37			
7						
8		12:07		15:24		
9	05:55	12:08	12:38	15:10		
10	05:52	12:32	12:31	15:24		
11	05:47	12:06	12:38	15:24		
12	05:52	12:10	12:32	15:03		
13	06:04		12:46			
14						
15		12:13		15:42		
16	06:00		13:02	15:16		
17	05:59		12:56			
18	05:56	12:15	16:52	15:03		
19	06:03	12:10	12:39	15:31		
20	06:02		12:38			
21						
22		12:12		15:14		
23	06:00	12:35	12:36	15:31		
24	06:08	12:02	12:44	15:50		
25	06:01	12:07	12:27	15:10		
26	06:05	12:12	12:31			
27	05:59					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

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DAILY TIME RECORD**SIMANGAN CJ G***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:04		15:00		
2	05:40	12:03	12:22			
3	05:47	12:00				
4	06:37	11:58				
5	06:48					
6			Absence			
7						
8		12:01		15:00		
9	05:19	12:01	12:05	15:03		
10	05:43	12:04	12:06			
11	05:40	12:00	15:00	15:00		
12	05:45	12:01	12:46	15:01		
13	05:44		12:54			
14						
15		12:03		15:05		
16	05:41	12:07	12:56	15:03		
17	05:43	12:05	12:08			
18	05:52	12:24				
19	05:35	12:10	15:03	15:36		
20	05:46		12:18			
21						
22		12:03		15:46		
23	05:39		12:54			
24		12:12	Absence	15:17		
25	05:45	12:05	12:15			
26	05:44					
27	05:46					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**SIMANGAN CJ G***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:04		15:00		
2	05:40	12:03	12:22			
3	05:47	12:00				
4	06:37	11:58				
5	06:48					
6			Absence			
7						
8		12:01		15:00		
9	05:19	12:01	12:05	15:03		
10	05:43	12:04	12:06			
11	05:40	12:00	15:00	15:00		
12	05:45	12:01	12:46	15:01		
13	05:44		12:54			
14						
15		12:03		15:05		
16	05:41	12:07	12:56	15:03		
17	05:43	12:05	12:08			
18	05:52	12:24				
19	05:35	12:10	15:03	15:36		
20	05:46		12:18			
21						
22		12:03		15:46		
23	05:39		12:54			
24		12:12	Absence	15:17		
25	05:45	12:05	12:15			
26	05:44					
27	05:46					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

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DAILY TIME RECORD**QUIJANO JMC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:04		15:04		
2	07:30	12:02	12:57	15:09		
3	05:57	12:03	12:08			
4	05:56	12:01				
5	06:54	12:00		15:39		
6	05:54		12:06			
7						
8		12:00		15:24		
9	05:57	12:00	12:07	16:00		
10	05:55	12:01	12:05	15:19		
11	05:54	12:00	12:08	15:23		
12	05:56	12:00	12:07	15:04		
13	05:57		12:56			
14						
15		12:03		15:09		
16	05:55	12:02	12:58	15:14		
17	06:00		12:59			
18			Absence			
19	05:43	12:02	16:49	15:31		
20	06:00		12:57			
21						
22		12:01		15:15		
23	06:00	12:02	12:59	15:11		
24	06:00	12:01	13:00	16:17		
25	06:04	12:00	12:50	15:05		
26	05:57	12:01	12:55			
27	05:57					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**QUIJANO JMC***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:04		15:04		
2	07:30	12:02	12:57	15:09		
3	05:57	12:03	12:08			
4	05:56	12:01				
5	06:54	12:00		15:39		
6	05:54		12:06			
7						
8		12:00		15:24		
9	05:57	12:00	12:07	16:00		
10	05:55	12:01	12:05	15:19		
11	05:54	12:00	12:08	15:23		
12	05:56	12:00	12:07	15:04		
13	05:57		12:56			
14						
15		12:03		15:09		
16	05:55	12:02	12:58	15:14		
17	06:00		12:59			
18			Absence			
19	05:43	12:02	16:49	15:31		
20	06:00		12:57			
21						
22		12:01		15:15		
23	06:00	12:02	12:59	15:11		
24	06:00	12:01	13:00	16:17		
25	06:04	12:00	12:50	15:05		
26	05:57	12:01	12:55			
27	05:57					
28						
29						
30						
31						
TOTAL						

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DAILY TIME RECORD**BORROMEO CAC***(Name)**For the month of October, 2022**Official hours of arrival
and departure**Regular Days**Saturdays As Required*

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1						
2	05:43		15:30			
3	05:44		15:46			
4	06:58					
5	07:00		15:10			
6	05:57		15:31			
7						
8						
9	05:53		15:33			
10	05:38		15:38			
11	06:06		15:40			
12	05:58	10:39	15:40			
13	05:59		15:35			
14						
15						
16	06:08		15:52			
17	05:31		15:36			
18	05:59		15:41			
19	06:04		15:48			
20	06:00		17:04			
21						
22						
23	05:59		15:45			
24	05:52		15:53			
25	05:50		15:48			
26	05:58		16:02			
27	06:04					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**BORROMEO CAC***(Name)**For the month of October, 2022**Official hours of arrival
and departure**Regular Days**Saturdays As Required*

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1						
2	05:43		15:30			
3	05:44		15:46			
4	06:58					
5	07:00		15:10			
6	05:57		15:31			
7						
8						
9	05:53		15:33			
10	05:38		15:38			
11	06:06		15:40			
12	05:58	10:39	15:40			
13	05:59		15:35			
14						
15						
16	06:08		15:52			
17	05:31		15:36			
18	05:59		15:41			
19	06:04		15:48			
20	06:00		17:04			
21						
22						
23	05:59		15:45			
24	05:52		15:53			
25	05:50		15:48			
26	05:58		16:02			
27	06:04					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**LUMABI JG***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1						
2	06:50		16:02			
3	07:00		16:05			
4	06:50		13:16			
5	07:04		15:12			
6	07:01		16:08			
7						
8						
9	07:00		16:10			
10	06:55		16:07			
11	06:56		16:07			
12	07:01		16:13			
13	07:03		16:05			
14						
15						
16	07:00		16:14			
17	07:07		16:14			
18	07:04		16:06			
19	07:03		16:08			
20	07:15		12:57			
21						
22						
23	06:57		16:08			
24	07:05		16:38			
25	07:01		16:05			
26	07:07	11:32	16:04			
27	08:47					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**LUMABI JG***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1						
2	06:50		16:02			
3	07:00		16:05			
4	06:50		13:16			
5	07:04		15:12			
6	07:01		16:08			
7						
8						
9	07:00		16:10			
10	06:55		16:07			
11	06:56		16:07			
12	07:01		16:13			
13	07:03		16:05			
14						
15						
16	07:00		16:14			
17	07:07		16:14			
18	07:04		16:06			
19	07:03		16:08			
20	07:15		12:57			
21						
22						
23	06:57		16:08			
24	07:05		16:38			
25	07:01		16:05			
26	07:07	11:32	16:04			
27	08:47					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

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Attention is invited to paragraph 3, Civil Service Rule XV, Executive Order No. 5, series of 1909, which reads as follows:

"Each chief of a Bureau or Office shall require a daily record of attendance of all the officers and employees under him entitled to leave or absence or vacation (including teachers) to be kept on the proper form and also a systematic office record showing for each day all absences from duty from any cause whatever. At the beginning of each month he shall report to the Commissioner on the proper form of all absences from any cause whatever, including the exact amount of undertime of each person for each day. Officers or employees serving in the field or on the water need not be required to keep a daily record, but all absences of such employees must be included in the monthly report of changes and absences. Falsification of time records will render the offending officers or employee liable to summary removal

(NOTE - A record made from memory at sometime subsequent to the occurrence of as event is not reliable. Non observance of office hours deprives the employee of the leave privileges although he may have rendered overtime service. Where service rendered outside of the Office for the whole morning or afternoon, notation to that effect should be made clearly.)

INSTRUCTIONS

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DAILY TIME RECORD**CALMA JM***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:04		15:01		
2	05:58	12:05	12:24	16:19		
3	05:51	12:07	12:57			
4	06:37	12:16				
5	06:29	12:03		15:05		
6	05:59		13:05			
7						
8		12:02		15:06		
9	05:42	12:01	12:05	15:31		
10	05:47	12:02	12:06	15:06		
11	05:51	12:00	12:05	15:02		
12	05:53	12:01	13:04	15:02		
13	05:54		13:00			
14						
15		12:08				
16	05:35	12:07		15:18		
17	05:58	12:13	12:08	15:10		
18	05:54	12:23	13:59			
19	05:58	12:16	15:17			
20	06:01		15:21			
21						
22		12:05				
23	05:59	12:07				
24	05:59	12:08	16:11			
25	05:59	12:11	15:16			
26	06:04		15:04			
27	06:00					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**CALMA JM***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:04		15:01		
2	05:58	12:05	12:24	16:19		
3	05:51	12:07	12:57			
4	06:37	12:16				
5	06:29	12:03		15:05		
6	05:59		13:05			
7						
8		12:02		15:06		
9	05:42	12:01	12:05	15:31		
10	05:47	12:02	12:06	15:06		
11	05:51	12:00	12:05	15:02		
12	05:53	12:01	13:04	15:02		
13	05:54		13:00			
14						
15		12:08				
16	05:35	12:07		15:18		
17	05:58	12:13	12:08	15:10		
18	05:54	12:23	13:59			
19	05:58	12:16	15:17			
20	06:01		15:21			
21						
22		12:05				
23	05:59	12:07				
24	05:59	12:08	16:11			
25	05:59	12:11	15:16			
26	06:04		15:04			
27	06:00					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**BATAYOLA KO***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:10		16:50		
2	07:25	11:15	12:33			
3	07:42	12:10	16:59			
4	07:30	12:08	12:30	13:36		
5	07:41	12:24	12:26	17:03		
6	07:41		12:48			
7						
8		11:39				
9	07:41	11:21	17:11			
10	07:51	11:35	17:07			
11	07:50	11:35	17:04			
12	07:41	11:35	17:03			
13	07:42		17:07			
14						
15		11:34				
16	07:46	11:06	17:18			
17	07:47		17:04			
18	07:45	11:34	17:10			
19	07:46	11:39	17:17			
20	07:56		17:07			
21						
22		12:10		17:05		
23	07:51	11:52	12:40			
24	07:49	11:34	17:06			
25	07:50	11:51	17:07			
26	07:49	11:42	17:04			
27	07:36					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**BATAYOLA KO***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:10		16:50		
2	07:25	11:15	12:33			
3	07:42	12:10	16:59			
4	07:30	12:08	12:30	13:36		
5	07:41	12:24	12:26	17:03		
6	07:41		12:48			
7						
8		11:39				
9	07:41	11:21	17:11			
10	07:51	11:35	17:07			
11	07:50	11:35	17:04			
12	07:41	11:35	17:03			
13	07:42		17:07			
14						
15		11:34				
16	07:46	11:06	17:18			
17	07:47		17:04			
18	07:45	11:34	17:10			
19	07:46	11:39	17:17			
20	07:56		17:07			
21						
22		12:10		17:05		
23	07:51	11:52	12:40			
24	07:49	11:34	17:06			
25	07:50	11:51	17:07			
26	07:49	11:42	17:04			
27	07:36					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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DAILY TIME RECORD**VINARAO FB***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:20		18:06		
2	08:55	11:14		18:08		
3	09:01	11:14		18:03		
4	09:03	11:04		18:28		
5	08:57			18:08		
6	08:56					
7						
8						
9		11:01	Absence	18:02		
10	08:55			18:04		
11	09:02			18:02		
12	08:58	11:37		18:37		
13	09:00					
14						
15		11:31		18:25		
16	09:06	11:32		18:03		
17	09:08	11:03		18:04		
18	09:01	11:10		18:05		
19	09:06					
20			Absence			
21						
22		11:09		19:06		
23	09:06	11:11		18:02		
24	08:56			18:04		
25	09:04	11:19		18:06		
26	09:17					
27	08:19					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**VINARAO FB***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		11:20		18:06		
2	08:55	11:14		18:08		
3	09:01	11:14		18:03		
4	09:03	11:04		18:28		
5	08:57			18:08		
6	08:56					
7						
8						
9		11:01	Absence	18:02		
10	08:55			18:04		
11	09:02			18:02		
12	08:58	11:37		18:37		
13	09:00					
14						
15		11:31		18:25		
16	09:06	11:32		18:03		
17	09:08	11:03		18:04		
18	09:01	11:10		18:05		
19	09:06					
20			Absence			
21						
22		11:09		19:06		
23	09:06	11:11		18:02		
24	08:56			18:04		
25	09:04	11:19		18:06		
26	09:17					
27	08:19					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

INSTRUCTIONS

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DAILY TIME RECORD**MALLO JM***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:04		15:00		
2	05:42	12:04	12:23	15:04		
3	05:40	12:00	12:32			
4	06:33	12:00				
5	05:49	12:06		15:04		
6	05:39		12:28			
7						
8		12:03		15:01		
9	05:39	12:00	12:26	15:00		
10	05:38	12:19	12:39	15:01		
11	05:37		12:40			
12		12:09	Absence	15:01		
13	05:42		12:11			
14						
15		12:15		15:04		
16	05:42	12:15	12:17	15:04		
17	05:41	12:24	12:16	15:07		
18	05:39	12:22	12:26	16:48		
19	05:46	12:25	12:23	15:19		
20	05:43		12:26			
21						
22		12:23				
23	05:44	12:14	15:33	15:05		
24	05:40	12:12	12:16	15:12		
25	05:43	12:06	12:14	15:04		
26	05:43		12:08			
27	05:47					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**MALLO JM***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:04		15:00		
2	05:42	12:04	12:23	15:04		
3	05:40	12:00	12:32			
4	06:33	12:00				
5	05:49	12:06		15:04		
6	05:39		12:28			
7						
8		12:03		15:01		
9	05:39	12:00	12:26	15:00		
10	05:38	12:19	12:39	15:01		
11	05:37		12:40			
12		12:09	Absence	15:01		
13	05:42		12:11			
14						
15		12:15		15:04		
16	05:42	12:15	12:17	15:04		
17	05:41	12:24	12:16	15:07		
18	05:39	12:22	12:26	16:48		
19	05:46	12:25	12:23	15:19		
20	05:43		12:26			
21						
22		12:23				
23	05:44	12:14	15:33	15:05		
24	05:40	12:12	12:16	15:12		
25	05:43	12:06	12:14	15:04		
26	05:43		12:08			
27	05:47					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**GOTERA NSM***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:05		15:01		
2	05:55	12:04	12:23	15:01		
3	05:54	12:16	12:33			
4	05:57	12:14				
5	06:58	12:03		15:04		
6	05:52		12:30			
7						
8				18:04		
9	10:39	11:40				
10	05:54	12:00	15:24	15:00		
11	05:59	12:10	12:38	15:00		
12	06:06	12:03	12:12	15:02		
13	05:58		12:31			
14						
15		12:15		15:05		
16	06:01	11:23	12:18			
17	05:58	11:21	15:04	18:03		
18	09:00	12:22				
19	06:00	12:24	15:04	17:02		
20	07:57		12:27			
21						
22		11:25				
23	06:01	12:09	15:04	15:11		
24	05:55	12:13	12:15	15:16		
25	05:55	12:07	12:15			
26	07:04		16:02			
27	05:56					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**GOTERA NSM***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:05		15:01		
2	05:55	12:04	12:23	15:01		
3	05:54	12:16	12:33			
4	05:57	12:14				
5	06:58	12:03		15:04		
6	05:52		12:30			
7						
8				18:04		
9	10:39	11:40				
10	05:54	12:00	15:24	15:00		
11	05:59	12:10	12:38	15:00		
12	06:06	12:03	12:12	15:02		
13	05:58		12:31			
14						
15		12:15		15:05		
16	06:01	11:23	12:18			
17	05:58	11:21	15:04	18:03		
18	09:00	12:22				
19	06:00	12:24	15:04	17:02		
20	07:57		12:27			
21						
22		11:25				
23	06:01	12:09	15:04	15:11		
24	05:55	12:13	12:15	15:16		
25	05:55	12:07	12:15			
26	07:04		16:02			
27	05:56					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**CAGURANGAN CF***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1						
2	06:52		16:08			
3	06:53		16:07			
4	07:01		13:15			
5	07:03		14:02			
6	07:07		14:06			
7						
8						
9	07:00		16:18			
10	06:57		16:07	18:00		
11	08:56					
12	07:09		16:12			
13	07:07		13:29			
14						
15						
16			Absence			
17	07:02		16:17			
18	07:13		16:07			
19	07:19		16:27			
20	07:03		16:04			
21						
22				18:06		
23	09:10			18:01		
24	09:01					
25	07:08		16:08			
26	07:14		16:06			
27	07:18					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**CAGURANGAN CF***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPAR- TURE	ARRIVAL	DEPAR- TURE	Hours	Minutes
1						
2	06:52		16:08			
3	06:53		16:07			
4	07:01		13:15			
5	07:03		14:02			
6	07:07		14:06			
7						
8						
9	07:00		16:18			
10	06:57		16:07	18:00		
11	08:56					
12	07:09		16:12			
13	07:07		13:29			
14						
15						
16			Absence			
17	07:02		16:17			
18	07:13		16:07			
19	07:19		16:27			
20	07:03		16:04			
21						
22				18:06		
23	09:10			18:01		
24	09:01					
25	07:08		16:08			
26	07:14		16:06			
27	07:18					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**INIEGO EV***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:11		17:10		
2	07:51	12:13	12:34			
3	07:32	11:22	17:00			
4	07:37	11:37	13:16			
5	07:44	11:44	13:17			
6	07:38		17:01			
7						
8		11:42				
9	07:43	11:29	17:10			
10	07:46	11:37	17:07			
11	07:45	11:36	17:04			
12	07:45	11:35	17:12			
13	07:47		17:12			
14						
15		11:34				
16	07:51	12:13	17:18			
17	07:51	11:42	17:11			
18	07:39		17:10			
19	11:34	11:46	17:17			
20	07:48		17:07			
21						
22		12:22				
23	07:54	12:11	17:05			
24	07:48		17:07	17:07		
25	07:37	12:29	13:25			
26	07:47	11:23	17:04			
27	07:55					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**INIEGO EV***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1		12:11		17:10		
2	07:51	12:13	12:34			
3	07:32	11:22	17:00			
4	07:37	11:37	13:16			
5	07:44	11:44	13:17			
6	07:38		17:01			
7						
8		11:42				
9	07:43	11:29	17:10			
10	07:46	11:37	17:07			
11	07:45	11:36	17:04			
12	07:45	11:35	17:12			
13	07:47		17:12			
14						
15		11:34				
16	07:51	12:13	17:18			
17	07:51	11:42	17:11			
18	07:39		17:10			
19	11:34	11:46	17:17			
20	07:48		17:07			
21						
22		12:22				
23	07:54	12:11	17:05			
24	07:48		17:07	17:07		
25	07:37	12:29	13:25			
26	07:47	11:23	17:04			
27	07:55					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**PRECIADOS***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1				15:29		
2			14:21			
3	05:44	12:07	15:41			
4	06:29					
5	06:25		14:52			
6	05:36		15:30			
7						
8						
9	05:35		15:30			
10	05:37		15:37			
11	05:41		15:33			
12	05:39		15:41			
13	05:42		15:35			
14						
15						
16	05:53		15:37			
17	05:46		15:36			
18	05:44		15:41			
19	05:44		15:42			
20	05:51		17:06			
21						
22						
23	05:39		15:46			
24	05:36		15:45			
25	05:50		15:37			
26	05:44		16:04			
27	05:47					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**PRECIADOS***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1				15:29		
2			14:21			
3	05:44	12:07	15:41			
4	06:29					
5	06:25		14:52			
6	05:36		15:30			
7						
8						
9	05:35		15:30			
10	05:37		15:37			
11	05:41		15:33			
12	05:39		15:41			
13	05:42		15:35			
14						
15						
16	05:53		15:37			
17	05:46		15:36			
18	05:44		15:41			
19	05:44		15:42			
20	05:51		17:06			
21						
22						
23	05:39		15:46			
24	05:36		15:45			
25	05:50		15:37			
26	05:44		16:04			
27	05:47					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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DAILY TIME RECORD**CARAMOL***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1				15:29		
2			14:25			
3	05:28	12:06	15:40			
4	06:45					
5	06:25		14:53			
6	05:37		15:30			
7						
8						
9	05:29		15:30			
10	05:28		15:37			
11	05:27		15:33			
12	05:32		15:41			
13	05:29		15:35			
14						
15						
16	05:31		15:37			
17	05:35		15:36			
18	05:32		15:41			
19	05:32		15:43			
20	05:33		17:05			
21						
22						
23	05:36		15:46			
24	05:35		15:46			
25	05:36		15:37			
26	05:33		16:04			
27	05:32					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**CARAMOL***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1				15:29		
2			14:25			
3	05:28	12:06	15:40			
4	06:45					
5	06:25		14:53			
6	05:37		15:30			
7						
8						
9	05:29		15:30			
10	05:28		15:37			
11	05:27		15:33			
12	05:32		15:41			
13	05:29		15:35			
14						
15						
16	05:31		15:37			
17	05:35		15:36			
18	05:32		15:41			
19	05:32		15:43			
20	05:33		17:05			
21						
22						
23	05:36		15:46			
24	05:35		15:46			
25	05:36		15:37			
26	05:33		16:04			
27	05:32					
28						
29						
30						
31						
TOTAL						

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DAILY TIME RECORD**TARIAO***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1				16:39		
2			14:28			
3	07:00	12:06	16:38			
4	06:58					
5	06:38		15:53			
6	06:52		16:39			
7						
8						
9	06:48		16:30			
10	06:57		15:00			
11	06:47		16:36			
12	06:49		16:34			
13	06:58		16:30			
14						
15						
16	06:16		16:35			
17	06:53		16:36			
18	06:54		16:33			
19	06:42		16:19			
20	06:42		17:05			
21						
22						
23	07:00		16:39			
24	06:35	09:19	15:53			
25	06:57		17:02			
26	06:49		16:48			
27	06:54					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.

Jocelyn A. San Diego

In-Charge

(See Instructions on back)

DAILY TIME RECORD**TARIAO***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1				16:39		
2			14:28			
3	07:00	12:06	16:38			
4	06:58					
5	06:38		15:53			
6	06:52		16:39			
7						
8						
9	06:48		16:30			
10	06:57		15:00			
11	06:47		16:36			
12	06:49		16:34			
13	06:58		16:30			
14						
15						
16	06:16		16:35			
17	06:53		16:36			
18	06:54		16:33			
19	06:42		16:19			
20	06:42		17:05			
21						
22						
23	07:00		16:39			
24	06:35	09:19	15:53			
25	06:57		17:02			
26	06:49		16:48			
27	06:54					
28						
29						
30						
31						
TOTAL						

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DAILY TIME RECORD**TICAO AJ D***(Name)*

For the month of October, 2022

Official hours of arrival
and departure

Regular Days

Saturdays As Required

Days	A. M.		P. M.		UNDER TIME	
	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1				18:30		
2			15:06	18:30		
3	08:47			18:31		
4	08:46			18:30		
5	08:45			18:31		
6	08:44					
7						
8				18:32		
9	08:45			18:32		
10	08:29			18:31		
11	08:44			18:31		
12	08:27			18:32		
13	08:44					
14						
15				18:37		
16	08:39			18:30		
17	08:46			18:33		
18	08:45			18:37		
19	08:41			18:37		
20	07:41					
21						
22				18:31		
23	08:42			18:30		
24	09:03			18:31		
25	08:40			18:33		
26	08:38					
27	08:41					
28						
29						
30						
31						
TOTAL						

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Jocelyn A. San Diego

In-Charge

(See Instructions on back)

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For the month of October, 2022

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Saturdays As Required

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	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	Hours	Minutes
1				18:30		
2			15:06	18:30		
3	08:47			18:31		
4	08:46			18:30		
5	08:45			18:31		
6	08:44					
7						
8				18:32		
9	08:45			18:32		
10	08:29			18:31		
11	08:44			18:31		
12	08:27			18:32		
13	08:44					
14						
15				18:37		
16	08:39			18:30		
17	08:46			18:33		
18	08:45			18:37		
19	08:41			18:37		
20	07:41					
21						
22				18:31		
23	08:42			18:30		
24	09:03			18:31		
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27	08:41					
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