

**DAILY TIME RECORD**

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Agura, Kim Dariel  
(Name)

For the month of May 1 - 31, 2018

Official hours for arrival {Regular days \_\_\_\_\_  
and departure {Saturdays \_\_\_\_\_

Day	A.M.		P.M.		Under-time	
	Arrival	Departure	Arrival	Departure	Hours	Minutes
1	HOLIDAY					
2						
3	08:05	12:31	12:44	04:16		
4	07:57	11:10				
5	Saturday					
6	Sunday					
7	08:31					
8	08:04	12:26				
9	07:48	12:23	12:34	05:05		
10						
11						
12	Saturday					
13	Sunday					
14	HOLIDAY					
15	HOLIDAY					
16						
17						
18						
19	Saturday					
20	Sunday					
21						
22						
23						
24						
25						
26	Saturday					
27	Sunday					
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.*

\_\_\_\_\_  
Verified as to the prescribed office hours.