

**DAILY TIME RECORD**

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Abarca, Michael C.  
(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	08:17	12:15	12:45	05:02		
3						
4	08:37	11:11				
5	Saturday					
6	Sunday					
7						
8						
9						
10		12:02	12:36	05:02		
11	08:02	12:10	12:36	03:18		
12	Saturday					
13	Sunday					
14	HOLIDAY					
15	HOLIDAY					
16	08:14	12:02	12:38	05:01		
17	07:30					
18						
19	Saturday					
20	Sunday					
21	08:10					
22		12:38	12:56	05:08		
23						
24						
25		11:03				
26	Saturday					
27	Sunday					
28						
29	08:45	12:01	12:32	04:19		
30		12:35	12:35	04:16		
31				05:00		

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.

(See instructions on back)

In Charge