

**DAILY TIME RECORD**

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Sarvida, Richard  
(Name)

For the month of April 1-30, 2018

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

Day	A.M.		P.M.		Under-time	
	Arrival	Departure	Arrival	Departure	Hours	Minutes
1	Sunday					
2	07:47	12:12	12:37			
3	07:54	12:19	12:43	05:00		
4	08:00	12:01	12:55	05:04		
5						
6	08:06	12:17	12:59	05:00		
7	Saturday					
8	Sunday					
9						
10	08:24	12:23	12:45	05:02		
11	08:15	12:20	12:47			
12	07:58		12:44	05:00		
13	07:52	12:26	12:48			
14	Saturday					
15	Sunday					
16						
17						
18						
19						
20						
21	Saturday					
22	Sunday					
23	07:49	12:01	12:46	05:00		
24	08:04	12:40		05:00		
25	08:05	12:11	12:30	05:00		
26						
27	08:16					
28	Saturday					
29	Sunday					
30						

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