

DAILY TIME RECORD

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Adlawan, Marilyn D.
(Name)

For the month of April 17 - 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	08:04	12:03	12:50	05:06		
2	08:04	12:07				
3	08:02	12:15	12:49	05:06		
4	08:15	12:03	12:43			
5	08:05	12:08	12:53			
6						
7	07:59	12:03				
8	07:58	12:05	12:41	05:07		
9						
10		12:00	01:06	05:03		
11	08:10		12:39	05:07		
12						
13						
14						
15						
16						
17	07:58	12:01	12:54			
18	08:18	12:05	12:40	05:03		
19	08:07	12:12	12:30	05:03		
20	08:03		01:10	05:05		
21	07:46	12:11	12:50	02:47		
22	08:06	12:14	12:46	05:02		
23	08:07	12:20	12:54	05:05		
24	07:42	12:09	12:40	05:05		
25		12:04				
26						
27	07:55	12:10	12:42	05:00		
28	07:50	12:06	12:58	03:59		
29	08:03	12:12	12:49			
30	07:58	12:03	01:07	05:00		
31	08:11			05:02		

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.

KARISSA R. FETALVERO-PARONIA
Municipal Mayor

(See instructions on back) *In Charge*