

**DAILY TIME RECORD**

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Requillo, Rosalie  
(Name)

For the month of May 16 - 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						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17	07:02	12:25	12:50			
18	07:37	12:27	12:48	05:01		
19	Saturday					
20	Sunday					
21	07:56	12:15	12:47	05:06		
22	07:40	12:23	12:37	05:05		
23	07:38	12:21	12:52			
24	07:48	12:04	12:48	05:07		
25	07:43	12:09		05:03		
26	Saturday					
27	Sunday					
28	07:49	12:27	12:47	05:08		
29	07:43	12:13	12:57	05:10		
30	07:47	12:02	12:52			
31	07:42					

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.