

DAILY TIME RECORD

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Hayahay, Marilou G.
(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						
18						
19	Saturday					
20	Sunday					
21	07:43	12:02	12:35	05:03		
22	07:53	12:03	12:57	05:00		
23	08:13	12:23				
24	08:02	12:04	12:37	05:00		
25	08:06	12:01		05:02		
26	Saturday					
27	Sunday					
28	07:58	12:05	12:36	05:01		
29	08:03	12:04	12:36	05:02		
30	07:54	12:03	12:33	05:02		
31	08:03	12:05				

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.