

DAILY TIME RECORD

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Villarin, Ma. Centenialita P.
(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	07:54	12:22	12:42	05:00		
17	07:41	12:24	12:35			
18	07:50		01:14	05:04		
19	Saturday					
20	Sunday					
21	07:27	12:16	12:36	05:05		
22	07:41	12:02				
23						
24						
25	08:02	12:30		05:03		
26	Saturday					
27	Sunday					
28	07:47	12:17	12:38	05:06		
29			12:36	05:06		
30	07:56	12:13	12:34	05:05		
31	07:42	12:08				

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.