

DAILY TIME RECORD

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ALARCON, AIRENE BATILARAN

NAME

For the month of DECEMBER 2024

Official hours for arrival Regular Days
and departure Saturdays

Day	A.M		P.M		Undertime/late		Remarks
	Arrival	Departure	Arrival	Departure	Hours	Minutes	
01-S							
02-M							
03-T							
04-W							
05-T							
06-F							
07-S							
08-S							
24-T							
25-W							
26-T							
27-F							
28-S							Saturday
29-S							Sunday
30-M							
31-T							
09-M							
10-T							
11-W							
12-T							
13-F							
14-S							Saturday
15-S							Sunday
16-M							
17-T							
18-W							
19-T							
20-F							
21-S							Saturday
22-S							Sunday
23-M							
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.

ALARCON, AIRENE BATILARAN

VERIFIED as to the prescribed office hours :

In-charge

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08-S							
24-T							
25-W							
26-T							
27-F							
28-S							Saturday
29-S							Sunday
30-M							
31-T							
09-M							
10-T							
11-W							
12-T							
13-F							
14-S							Saturday
15-S							Sunday
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