|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **DAILY TIME RECORD** | | | | | |
| **NAME: SILLANO, LUKE ADRIAN V.** | | | | | |
| **POSITION: OJT TRAINEE** | | | | | |
| **OFFICIAL HOURS: 8:00 AM – 5:00 PM (8HOURS)** | | | | | |
| **MONTH: MARCH 2022** | | | | | |
| **DAY** | **TIME – IN** | **TIME – OUT** | **DAY** | **TIME – IN** | **TIME – OUT** |
| **1** | 7:48 | 5:02 | **19** | ---------------------- | ---------------------- |
| **2** | ---------------------- | ---------------------- | **20** | 7:58 | 5:09 |
| **3** | ---------------------- | ---------------------- | **21** | 7:52 | 5:02 |
| **4** | ---------------------- | ---------------------- | **22** | 7:56 | 5:04 |
| **5** | ---------------------- | ---------------------- | **23** | ---------------------- | ---------------------- |
| **6** | 7:55 | 5:04 | **24** | ---------------------- | ---------------------- |
| **7** | 7:58 | 5:08 | **25** | ---------------------- | ---------------------- |
| **8** | 7:47 | 5:10 | **26** | ---------------------- | ---------------------- |
| **9** | ---------------------- | ---------------------- | **27** | 7:50 | 5:10 |
| **10** | ---------------------- | ---------------------- | **28** | 7:58 | 5:06 |
| **11** | ---------------------- | ---------------------- | **29** | 7:52 | 5:03 |
| **12** | ---------------------- | ---------------------- | **30** | ---------------------- | ---------------------- |
| **13** | 7:57 | 5:04 | **31** |  |  |
| **14** | 7:49 | 5:09 |  |  |  |
| **15** | 8:01 | 5:11 |  |  |  |
| **16** | ---------------------- | ---------------------- |  |  |  |
| **17** | ---------------------- | ---------------------- |  |  |  |
| **18** | ---------------------- | ---------------------- |  |  |  |
| I CERTIFY ON MY HONOR THAT THE ABOVE IS A TRUE AND CORRECT REPORT OF THE HOURS OF WORK PERFORMED OF WHICH WAS MADE DAILY AT THE TIME - IN AND TIME - OUT FROM OFFICE.  **SIGNATURE OVER PRINTED NAME** | | | | | |
| **CERTIFIED BY:**    **SIGNATURE OVER PRINTED NAME** | | | | | |