DAILY TIME RECORD

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Nora Divina Alcasabas

(NAME)

For the month of	December 1-15, 2013
	December 1 10, 2010

Official hours for arrival { Regular days and departure { Saturdays

ARRIVAL DEPARTU RE HOURS MINUTES 1 SUNDAY 2	DAY	A.M.		P.M.		UNDER TIME	
2 3 4 4 5 6 7 SATURDAY 8 SUNDAY 9 10 11 12 13 14 SATURDAY 15 SUNDAY 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30		ARRIVAL		ARRIVAL		HOURS	MINUTES
3 4 5 6 7 SATURDAY 8 SUNDAY 9 10 11 12 13 14 SATURDAY 15 SUNDAY 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1	SUNDA	Υ				
4	2						
5 6 7 SATURDAY 8 SUNDAY 9 10 11 1 12 12 13 14 SATURDAY 15 SUNDAY 16 16 17 18 19 19 10 10 10 11 12 12 13 14 15 SUNDAY 15 SUNDAY 16 17 18 18 19 19 10 10 10 10 10 10 10 10 10 10 10 10 10	3						
6 7 SATURDAY 8 SUNDAY 9 10 11 12 13 14 SATURDAY 15 SUNDAY 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	4						
7 SATURDAY 8 SUNDAY 9 10 11 12 13 14 SATURDAY 15 SUNDAY 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	5						
8 SUNDAY 9 10 11 12 13 14 SATURDAY 15 SUNDAY 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	6						
9	7	SATUR	DAY				
10	8	SUNDA	Υ				
11	9						
12 13 14 SATURDAY 15 SUNDAY 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	10						
13 14 SATURDAY 15 SUNDAY 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	11						
14 SATURDAY 15 SUNDAY 16	12						
15 SUNDAY 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	13						
15 SUNDAY 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	14	SATUR	DAY				
17 18 19 20 21 22 23 24 25 26 27 28 29 30	15	SUNDA	Υ				
18 19 20 21 22 23 24 25 26 27 28 29 30	16						
19	17						
20	18						
21	19						
22	20						
23 24 25 26 27 28 29 30	21						
24	22						
25 26 27 28 29 30	23						
26	24						
27 28 29 30	25						
28 29 30	26						
29 30	27						
30	28						
	29						
31	30						
	31						

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.

TOTAL:

In Charge

(SEE INSTRUCTION ON BACK)

Tardiness: (0x)

Under time: (0x)

CIVIL SERVICE FORM NO. 48

DAILY TIME RECORD

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Nora Divina Alcasabas

(NAME)

For the month of **December 1-15, 2013**

Official hours for arrival { Regular days and departure { Saturdays

DAY	A.M.		P.M.		UNDER TIME	
	ARRIVAL	DEPARTU RE	ARRIVAL	DEPARTU RE	HOURS	MINUTES
1	SUNDA					
2						
3						
4						
5						
6						
7	SATUR	DAY				
8	SUNDA	Y				
9						
10						
11						
12						
13						
14	SATUR	DAY				
15	SUNDA	.Y				
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						

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.

TOTAL:

In Charge

(SEE INSTRUCTION ON BACK)

Tardiness: (0x)

Under time: (0x)