## **DAILY TIME RECORD**

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## Marilou B. Aldana

(NAME)

For the month of December 1-12, 2013									
Official hours for arrival { Regular days and departure { Saturdays									
A M	PM	UNDER							

	A.M.		P.1	M.	UNDER		
DAY					TIME		
	ARRIVAL	DEPARTU RE	ARRIVAL	DEPARTU RE	HOURS	MINUTES	
1	SUNDA						
2							
3							
4							
5							
6							
7	SATUR	DAY					
8	SUNDA	Υ					
9							
10							
11							
12	Official	Business	provinc	ewide			
13							
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31							

	I CEI	RTIFY	on my	honor	that	the	above	is a	true	and	correct
report	of t	he hoi	ırs of	work	per	rform	ed, re	cord	of 1	which	was
mada	Saila	4 +60	timo	of amia	al am	1 6	an antain	from	· ~f1	300	

VERIFIED as to the prescribed office hours.

(0x)

TOTAL:

VERIFIED as to the prescribed office hours.

TOTAL:

In Charge

(SEE INSTRUCTION ON BACK)

Tardiness: (0x)

Under time: Over Time:

Und

(SEE INSTRUCTION ON BACK)

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.

In Charge

Tardiness: (0x)

Under time: (0x)

Over Time:

CIVIL SERVICE FORM NO. 48

DAILY TIME RECORD

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Marilou B. Aldana (NAME)

For the month of December 1-12, 2013

Official hours for arrival { Regular days and departure { Saturdays

DAY		M.	P.1	M.	UNDER TIME		
	ARRIVAL	DEPARTU RE	ARRIVAL	DEPARTU RE	HOURS	MINUTES	
1	SUNDA	Y					
2							
3							
4							
5							
6							
7	SATUR	DAY					
8	SUNDA	Y					
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