DAILY TIME RECORD

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Aleli Joy S. Melchor,

(NAME)

For the month of	December 1-12	2. 2013

Official hours for arrival { Regular days and departure { Saturdays

DAY		1			2		
1 SUNDAY 2 3 4 5 6 6 7 SATURDAY 8 SUNDAY 9 10 11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	DAY	A.M.		P.M.			
2			RE	ARRIVAL		HOURS	MINUTES
3 4 5 5 6 6 7 SATURDAY 8 SUNDAY 9 100 11 1 12 13 14 15 16 16 17 18 18 19 19 20 21 12 22 23 24 25 26 27 28 29 30 1 30 1 5 5 6 6 7 SATURDAY 9 100 100 100 100 100 100 100 100 100 1		SUNDA	Υ				
4							
5	3						
6							
7 SATURDAY 8 SUNDAY 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30							
8 SUNDAY 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30							
9 10 11 1 12 13 14 15 16 16 17 18 18 19 19 20 19 19 19 19 19 19 19 19 19 19 19 19 19							
10		SUNDA	λY				
11 12 13 14 15 16 17 18 19 19 20 11 21 12 22 12 23 12 24 12 25 12 26 12 27 12 28 12 30 10							
12							
13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30							
14 15 16 17 18 19 20 19 21 19 22 10 23 10 24 10 25 10 26 10 27 10 28 10 30 10							
15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30							
16 17 18 19 20 21 21 22 23 24 25 26 27 28 29 30							
17 18 19 20 21 21 22 23 24 25 26 27 28 29 30							
18 19 20 21 22 23 24 25 26 27 28 29 30							
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23							
24							
25 26 27 28 29 30							
26							
27 28 29 30							
28 29 30							
29 30							
30							
31							
	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.

(0x)

TOTAL:

In Charge

(SEE INSTRUCTION ON BACK)

Tardiness: (0x)

Under time:
Over Time:

CIVIL SERVICE FORM NO. 48

DAILY TIME RECORD

Aleli Joy S. Melchor,

(NAME)

For the month of December 1-12, 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						
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22						
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28						
29						
30						
31						

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VERIFIED as to the prescribed office hours.

TOTAL:

In Charge

(SEE INSTRUCTION ON BACK)

Tardiness: (0x)

Under time: (0x)

Over Time: