DAILY TIME RECORD

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Manolo V. Sagun

(NAME)

For the month of	December 1-12	2013
1 or the month of	December 1-12.	, 2 013

Official hours for arrival { Regular days and departure { Saturdays

DAY							
ARRIVAL DEPARTU RE HOURS MINUTES 1 SUNDAY 2	DAY	A.M.		P.:	M.		
2		ARRIVAL	DEPARTU RE	ARRIVAL	DEPARTU RE		
2	1	SUNDA	Υ				
4	2						
5	3						
6	4						
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	5						
8 SUNDAY 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	6						
8 SUNDAY 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	7	SATUR	DAY				
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	8	SUNDA	Υ				
11 12 13 14 15 16 17 18 19 19 20 11 21 122 23 12 24 12 25 12 26 12 27 12 28 12 30 10	9						
12	10						
13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	11						
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	12						
15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	13						
16	14						
17 18 19 20 21 22 23 24 25 26 27 28 29 30	15						
18 19 20 21 22 23 24 25 26 27 28 29 30	16						
19	17						
20	18						
21	19						
22	20						
23	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 CERTI	FY on	my	honor	that	the	above	is a	true and	correct
	of the									h was
made	daily at	the tir	ne o	f arrivo	ıl anı	d de	parture	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

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Manolo V. Sagun (NAME)

For the month of

December 1-12, 2013

Official hours for arrival { Regular days and departure { Saturdays

DAY	A.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					
9							
10							
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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)

Over Time: