DAILY TIME RECORD

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Marilyn Q. Balantoc

(NAME)

For the month of	December	1-1	2.	20	113

Official hours for arrival { Regular days and departure { Saturdays

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

Over Time:

CIVIL SERVICE FORM NO. 48

DAILY TIME RECORD

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Marilyn Q. Balantoc

(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							
12	Official	Business	provinc	ewide			
13							
14							
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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: