## DAILY TIME RECORD

## Mary Ann A. Dela Peã?a

(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			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							
19							
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21							
22							
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.

TOTAL:

In Charge

(SEE INSTRUCTION ON BACK)

Tardiness: (0x)

Under time: (0x)

Over Time:

CIVIL SERVICE FORM NO. 48

## **DAILY TIME RECORD**

Mary Ann A. Dela Peã?a (NAME)

{ Saturdays

For the month of **December 1-12, 2013** 

Official hours for arrival { Regular days and departure

DAY	A.M.		P.M.		UNDER TIME	
	ARRIVAL	DEPARTU RE	ARRIVAL	DEPARTU RE	HOURS	MINUTES
1	SUNDA	Y				
2						
3						
4						
5						
6						
7	SATUR					
8	SUNDA	Y				
9						
10						
11						
12						
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31						

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(SEE INSTRUCTION ON BACK)

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