

**DAILY TIME RECORD**

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**Mylyn M. Abetria**

(NAME)

For the month of **March 01-31, 2012**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		12:01	12:44	05:06		
2	07:14	12:05	12:53	05:05		
3	SATURDAY					
4	SUNDAY					
5	07:18	12:00	12:39	05:10		
6	07:30	12:00	12:43	05:02		
7	07:24	12:02	12:43	05:04		
8	07:35	12:00	12:45	05:04		
9	07:27	12:00	12:47	05:05		
10	SATURDAY					
11	SUNDAY					
12	07:27	12:00	12:48	05:01		
13	07:30	12:07	12:43	05:08		
14	07:30	12:03	12:51	05:06		
15	07:24	12:03	12:48	05:02		
16	07:31	12:02	12:45	05:03		
17	SATURDAY					
18	SUNDAY					
19	07:14	12:00	12:41	05:01		
20	07:41	12:02	12:48	05:03		
21	07:20	12:01	12:55	05:06		
22	07:29	12:00	12:44	05:03		
23	07:23	12:00	12:42	05:04		
24	SATURDAY					
25	SUNDAY					
26	07:33	12:00	12:54	05:02		
27	07:28	12:00	12:46	05:01		
28	CTO					
29	07:34	12:00	12:47	05:03		
30	07:36	12:04	12:39	05:04		
31	SATURDAY					

TOTAL : \_\_\_\_\_

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.

ERMA E. REYES

Chief Administrative Officer

In Charge

(SEE INSTRUCTION ON BACK)

Tardiness: (0x)

Under time:

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