

004003

CIVIL SERVICE FORM NO. 48

DAILY TIME RECORD

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Remedios Dangan Redoña

(NAME)

For the month of January 1-30, 2011Official hours for arrival { Regular days
and departure { Saturdays

DAY	A.M.		P.M.		UNDER TIME	
	ARRIVAL	DEPARTU RE	ARRIVAL	DEPARTU RE	HOURS	MINUTES
1	NEW YEAR'S DAY					
2	SUNDAY					
3	08:07	12:20	12:30	05:02		
4	08:21	12:22	12:40	05:01		
5	07:59	12:25	12:40	05:02		
6	08:00	12:42	12:54	05:02		
7	08:04	12:18	12:36	05:01		
8	SATURDAY					
9	SUNDAY					
10	SPECIAL PRIVILEGE LEAVE(MC#6)					
11	09:21	12:24	12:36	05:02		
12	08:24	12:10	12:27	05:01		
13	07:50	12:50	01:00	05:01		
14	07:49	12:05	12:22	05:01		
15	SATURDAY					
16	SUNDAY					
17	08:04	12:37	12:51	05:02		
18	07:53	12:31	12:49	05:02		
19	08:15	12:37	12:47	05:01		
20	07:52	12:33	12:45	05:01		
21	08:01	12:02	12:34	05:01		
22	SATURDAY					
23	SUNDAY					
24	08:15	12:19	12:43	05:00		
25	08:05	12:04	12:16	05:01		
26	07:50	12:22	12:47	05:01		
27	07:49	12:29	12:45	05:01		
28	07:52	12:40	12:54	05:01		
29	SATURDAY					
30	SUNDAY					
31						

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.

WENIFREDA J. ARCEGONO
ACGDH II (Actg. City Personnel Officer)
In Charge

(SEE INSTRUCTION ON BACK)

Tardiness: (10x) 2 hrs 57 mins

Under time: (0x)

Over Time:

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