## **DAILY TIME RECORD**

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## Ofelia V. Martinez

(NAME)

For the month o	of Dece	mber 1-1	13, 2013

Official hours for arrival { Regular days and departure { Saturdays

DAY								
ARRIVAL DEPARTU RE HOURS MINUTES  1 SUNDAY	DAY	A.M.		P.1	M.			
2	5.11	ARRIVAL		ARRIVAL				
3 4 5 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	1	SUNDA	·Υ					
4	2							
5 6 7 SATURDAY 8 SUNDAY 9 10 11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	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							
9 10 11 1 12 13 14 14 15 16 16 17 18 18 19 19 19 19 19 19 19 19 19 19 19 19 19	7							
9 10 11 1 12 13 14 14 15 16 16 17 18 18 19 19 19 19 19 19 19 19 19 19 19 19 19	8	SUNDA	ΛY					
11	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       21         21       22         23       24         25       26         27       28         29       30	12							
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								
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20	18							
21								
22	20							
23								
24								
25								
26								
27 28 29 30								
28 29 30	26							
29 30								
30								
31								
	31							

	I	CERT	IFY	on	my	honor	that	the	above	is a	true	and	correct
report	of	the	ho	urs	of	work	pen	form	ed, re	cord	of s	which	was
mada	Sa	ila at	+6	. +i		of amia	al am	1 1	an antaina	fran	· ~f	Sica	

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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Ofelia V. Martinez (NAME)

For the month of **Dec** 

**December 1-13, 2013** 

Official hours for arrival { Regular days and departure { Saturdays

DAY	A.1	M.	P.1	M.	UNDER TIME		
	ARRIVAL	DEPARTU RE	ARRIVAL	DEPARTU RE	HOURS	MINUTES	
1	SUNDA						
2							
3							
4							
5							
6							
7	SATUR	DAY					
8	SUNDA	Y					
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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: