

DAILY TIME RECORD

DAISY P. ACORITAY

Name

For the month of

NOVEMBER 1-30, 2021

Official hours for arrival
and departure

Regular days

Saturdays

D A Y	A.M.		P.M.		UNDERTIME	
	Arrival	Depart- ure	Arrival	Depart- ure	Hrs.	Min.
1		HOLIDAY				
2	8:00	12:00	1:00	5:00		
3	8:00	12:00	1:00	5:00		
4	8:00	12:00	1:00	5:00		
5		LEAVE				
6	SATURDAY					
7	SUNDAY					
8		HOLIDAY	YOLANDA	COMMUNICATOR		
9	7:36	12:00	1:00	5:00		
10	8:00	12:00	1:00	5:00		
11	8:00	12:00	1:00	5:00		
12	8:00	12:00	1:00	5:00		
13	SATURDAY					
14	SUNDAY					
15	8:00	12:16	12:50	5:00		
16	7:59	12:00	1:00	5:00		
17	7:54	12:00	12:30	5:00		
18	7:30	12:00	1:00	5:00		
19	7:30	12:00	1:00	5:00		
20	SATURDAY					
21	SUNDAY					
22	7:50	12:00	1:00	5:02		
23	8:00	12:00	1:00	5:00		
24	7:58	12:00	1:00	5:00		
25	7:38	12:00	1:00	5:00		
26		LEAVE				
27	SATURDAY					
28	SUNDAY					
29	7:15	12:00	1:00	5:00		
30	HOLIDAY					
31						

TOTAL

I CERTIFY on my honor that the above is a true and correct reports of the hours of works performed, record of which was made daily at the time of arrival and departure from office.

Daisy P. Acoritay
DAISY P. ACORITAY

Verified to the prescribed office
hours

JETT C. QUEBEC

In-Charge