

Civil Service Form No. 49

**DAILY TIME RECORD  
DIANA T. MONTES**

(NAME)

For the month of JANUARY 2022

Official hours for arrival (Regular days: \_\_ 21

And Departure (Saturdays: \_ 5

D A Y	A. M.		P. M.		UNDERTIME	
	Arrival	Departure	Arrival	Departure	Hours	Minutes
1		SATURDAY				
2		SUNDAY				
3	08:00	12:00NN	01:00	05:00		
4	08:00	12:00NN	01:00	05:00		
5	08:00	12:00NN	01:00	05:00		
6	08:00	12:00NN	01:00	05:00		
7	08:00	12:00NN	01:00	05:00		
8		SATURDAY				
9		SUNDAY				
10		CALAMITY LEAVE				
11		CALAMITY LEAVE				
12		CALAMITY LEAVE				
13		CALAMITY LEAVE				
14		CALAMITY LEAVE				
15		SATURDAY				
16		SUNDAY				
17	08:00	12:00NN	01:00	05:00		
18	08:00	12:00NN	01:00	05:00		
19	08:00	12:00NN	01:00	05:00		
20	08:00	12:00NN	01:00	05:00		
21	08:00	12:00NN	01:00	05:00		
22		SATURDAY				
23		SUNDAY				
24	08:00	12:00NN	01:00	05:00		
25	08:00	12:00NN	01:00	05:00		
26	08:00	12:00NN	01:00	05:00		
27	08:00	12:00NN	01:00	05:00		
28	08:00	12:00NN	01:00	05:00		
29		SATURDAY				
30		SUNDAY				
31	END OF CONTRACT					

**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

**ANGELITA L. PARADERO**

In-Charge

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**ANGELITA L. PARADERO**

In-Charge