## DAILY TIME RECORD ANDAN, CHARLIE S. (NAME)

For the month of December 1 - 31, 2021 Official hours for arrival and departure 8:00AM - 5:00PM

• Day	AM		PM			
	IN	OUT	IN	OUT	T/U	Total
1-WED	7:40	12:00	12:40	5:00		Absent
2-THU	7:45	12:00	12:40	5:00		Absent
3-FRI	7:00	12:00	12:50	5:00		Absent
4-SAT						Off
5-sun						Off
6-MON	7:35	12:00	12:40	5:00		Absent
7-TUE	7:50	12:00	12:50	5:00		Absent
8-WED		Holiday				Absent
<b>9-</b> THU	7:10	12:00	12:40	5:00		Absent
10-FRI	7:00	12:00	12:50	5:00		Absent
11-SAT						Off
12-sun						Off
13-MON	7:05	12:00	12:50	5:00		Absent
<b>14-</b> TUE	7:00	12:00	12:50	5:00		Absent
15-WED	8:00	12:00	Susp	ended		Absent
<b>16-</b> THU		Work	Suspen	sion		Absent
17-FRI		Work	Suspen	sion		Absent
18-SAT						Off
19-sun						Off
20-MON	Specia	l Emerge	ncy (Ca	lamity) I	eave	Absent
21-TUE	Specia	l Emerge	ncy (Ca	lamity) I	eave	Absent
22-WED				lamity) L		Absent
<b>23-</b> THU	Specia	l Emerge	ncy (Ca	lamity) I	eave	Absent
24-FRI	Specia	l Emerge	ncy (Ca	lamity) L	eave	Absent
25-SAT						Off
26-SUN						Off
27-MON	Force	Forced Leave				Absent
28-TUE	Force	d Leave				Absent
29-WED	Force	d Leave				Absent
<b>30-</b> THU	Specia	l Leave P	rivilege			Absent
31-FRI		Leave P				Absent

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

CHARLIE S. ANDAN

VERIFIED as to prescribed office hours

DANIEL C. LOR

Department Head Department of Meteorology Civil Service Form 48

## DAILY TIME RECORD ANDAN, CHARLIE S. (NAME)

For the month of December 1 - 31, 2021 Official hours for arrival and departure 8:00AM - 5:00PM

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	IN	OUT	IN	OUT	T/U	Total
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4-SAT						Off
5-sun						Off
6-MON	7:35	12:00	12:40	5:00		Absent
7-TUE	7:50	12:00	12:50	5:00		Absent
8-WED		Holida	y			Absent
<b>9-</b> THU	7:10	12:00	12:40	5:00		Absent
10-FRI	7:00	12:00	12:50	5:00		Absent
11-SAT						Off
12-SUN						Off
13-MON	7:05	12:00	12:50	5:00		Absent
14-TUE	7:00	12:00	12:50	5:00		Absent
15-WED	8:00	12:00	Suspe	nded	11.7	Absent
<b>16-</b> THU			Suspen			Absent
17-FRI			Suspen			Absent
18-SAT			The state of			Off
19-sun						Off
20-MON	Specia	l Emerge	ncy (Ca	lamity) L	eave	Absent
21-TUE				lamity) I		Absent
22-WED				lamity) L		Absent
<b>23-</b> THU				lamity) L		Absent
24-FRI				lamity) I		Absent
25-SAT						Off
26-SUN						Off
27-MON	Forced Leave				Absent	
28-TUE	Forced Leave				-	Absent
29-WED		d Leave				Absent
<b>30-</b> THU		l Leave P	rivilege			Absent
31-FRI		Leave P				Absent

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CHARLIE S. ANDAN

VERIFIED as to prescribed office hours

DANIEL C. LOR

Department Head Department of Meteorology