

DAILY TIME RECORD**SEDROME, ISABELITA V.**

(NAME)

For the month of

November 1 - 30, 2021.

Official hours for arrival and departure

8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-MON		all leave	Day			Absent
2-TUE	7:50	12:00	1:00	5:00	8hrs	
3-WED	7:48	12:00	1:00	5:00	8hrs	
4-THU	L	E	A	VE		Absent
5-FRI	7:57	12:00	1:00	5:00	8hrs	
6-SAT		Suburday				Off
7-SUN		Sunday				Off
8-MON		Holiday "Jolanda"				Absent
9-TUE	7:53	12:00	1:00	5:00	8hrs	
10-WED	7:55	12:00	1:00	5:00	8hrs	
11-THU	7:54	12:00	1:00	5:00	8hrs	
12-FRI	7:49	12:00	1:00	5:00	8hrs	
13-SAT		Suburday				Off
14-SUN		Sunday				Off
15-MON	7:48	12:00	1:00	5:00	8hrs	
16-TUE	7:49	12:00	1:00	5:00	8hrs	
17-WED	7:56	12:00	1:00	5:00	8hrs	
18-THU	7:50	12:00	1:00	5:00	8hrs	
19-FRI	7:51	12:00	1:00	5:00	8hrs	
20-SAT		Suburday				Off
21-SUN		Sunday				Off
22-MON	7:49	12:00	1:00	5:00	8hrs	
23-TUE	L	E	A	VE		Absent
24-WED						Absent
25-THU	7:50	12:00	1:00	5:00	8hrs	
26-FRI	7:48	12:00	1:00	5:00	8hrs	
27-SAT		Suburday				Off
28-SUN		Sunday				Off
29-MON	7:49	12:00	1:00	5:00	8hrs	
30-TUE		Benifano	Day			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.



ISABELITA V. SEDROME


 VERIFIED as to prescribed office hours
MARIA ROBERTA S. MIRAFLOR
 Department Head
 Records and Archives Office