

DAILY TIME RECORDJOHN MARTIN DIAO

Name

For the month of NOVEMBER 1-30, 2021Official 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	12:10	1:00	5:00		
4	8:05	12:15	1:00	5:00		
5	9:00	12:10	12:50	5:00		
6	SATURDAY					
7	SUNDAY					
8	HOLIDAY					
9	WORK FROM HOME					
10	WORK FROM HOME					
11	WORK FROM HOME					
12	WORK FROM HOME					
13	SATURDAY					
14	SUNDAY					
15	8:00	12:20	12:55	5:00		
16	WORK FROM HOME					
17	8:10	12:00	1:00	5:00		
18	WORK FROM HOME					
19	WORK FROM HOME					
20	SATURDAY					
21	SUNDAY					
22	7:00	12:00	1:00	5:30		
23	8:10	12:10	12:45	5:00		
24	WORK FROM HOME					
25	WORK FROM HOME					
26	WORK FROM HOME					
27	SATURDAY					
28	SUNDAY					
29	WORK FROM HOME					
30	HOLIDAY					
31						

TOTAL

TEACHERS' LEAVE

correct reports of the hours of works performed, record of which was made daily at the time of arrival and departure from office.

Verified to the prescribed office
hours

JETT C. QUEBEC
In-Charge