

**DAILY TIME RECORD****PALERMO, ALDRIN RUBI**

Name

For the month of **JANUARY 1-31, 2022**Official hours for arrival  
and departureRegular days\_\_\_\_  
Saturdays\_\_\_\_\_

D A Y	A.M.		P.M.		UNDERTIME	
	Arrival	Depart- ure	Arrival	Depart- ure	Hrs.	Min.
1	SATURDAY					
2	SUNDAY					
3						
4						
5		TEACHER'S				
6		LEAVE				
7						
8	SATURDAY					
9	SUNDAY					
10						
11		SPECIAL	(OP MC No. 137)			
12		EMERGENCY				
13		LEAVE				
14						
15	SATURDAY					
16	SUNDAY					
17	8:30	12:00	1:00	5:00		
18	8:00	12:00	1:00	5:00		
19	8:40	12:00	1:00	5:10		
20	7:50	12:00	1:00	5:00		
21	8:30	12:00	1:00	5:00		
22	SATURDAY					
23	SUNDAY					
24	8:30	12:00	1:00	5:00		
25	8:30	12:00	1:00	5:00		
26	8:00	12:00	1:00	5:00		
27	8:00	12:00	1:00	5:00		
28	8:00	12:00	1:00	5:00		
29	SATURDAY					
30	SUNDAY					
31	8:00	1:00	2:00	5:00		

**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.

Verified to the prescribed office  
hours

**JETT C. QUEBEC**  
In-Charge

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