

DAILY TIME RECORD**ARPOCEPLE, DAHLIA R.**

(NAME)

For the month of

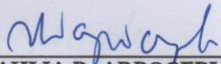
May 1 - 31, 2022

Official hours for arrival and departure

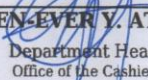
8:00AM - 5:00PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SUN						Off
2-MON	Team Building					Absent
3-TUE						Holiday
4-WED	7:32	12:02	12:03	5:30	✓	
5-THU	7:07	12:53	12:54	5:18		8hrs
6-FRI	Emergency leave					Absent
7-SAT						Off
8-SUN						Off
9-MON						Holiday
10-TUE	Emergency leave					Absent
11-WED	7:11	12:06	12:08	6:37		8hrs
12-THU	7:16	12:15	12:22	5:05		8hrs
13-FRI	7:08	12:46	12:48	5:04		8hrs
14-SAT						Off
15-SUN						Off
16-MON	7:27	12:35	12:36	5:10		8hrs
17-TUE	7:14	12:57	12:58	5:30		8hrs
18-WED	7:11	12:09	12:11	5:13		8hrs
19-THU	7:07	12:01	12:03	5:11	✓	
20-FRI	7:30	12:10	12:13	5:15		8hrs
21-SAT						Off
22-SUN						Off
23-MON	force leave					Absent
24-TUE	force leave					Absent
25-WED	7:18	12:00	12:30	5:12	✓	
26-THU	7:21	12:22	12:24	5:09		8hrs
27-FRI	7:42	12:00	12:30	5:17	✓	
28-SAT						Off
29-SUN						Off
30-MON	7:26	12:19	12:20	5:23		8hrs
31-TUE	6:51	12:41	12:43	5:11		8hrs

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.


DAHLIA R. ARPOCEPLE

VERIFIED as to prescribed office hours


QUEEN-EVER Y. ATUPAN
 Department Head
 Office of the Cashier