

DAILY TIME RECORD
MARLON T. ANDRINO

(NAME)

For the month of **NOVEMBER 2021**
 Official hours for arrival (Regular days: _____)
 And Departure (Saturdays: _____)

D A Y	A. M.		P. M.		UNDERTIME	
	Arrival	Departure	Arrival	Departure	Hours	Minutes
1	HOLIDAY					
2	08:00	12:00	01:00	05:00		
3	08:00	12:00	01:00	05:00		
4	08:00	12:00	01:00	05:00		
5	08:00	12:00	01:00	05:00		
6	SATURDAY					
7	SUNDAY					
8	07:45	12:00	01:00	05:00		
9	07:30	12:00	01:00	05:00		
10	07:43	12:00	01:00	05:00		
11	07:29	12:00	01:00	05:00		
12	08:00	12:00	01:00	05:00		
13	SATURDAY					
14	SUNDAY					
15	08:00	12:00	01:00	05:00		
16	08:00	12:00	01:00	05:00		
17	08:00	12:00	01:00	05:00		
18	07:40	12:00	01:00	05:00		
19	08:00	12:00	01:00	05:00		
20	SATURDAY					
21	SUNDAY					
22	8:00	12:00	01:00	05:00		
23	7:48	12:00	01:00	05:00		
24	8:00	12:00	01:00	05:00		
25	8:00	12:00	01:00	05:00		
26	8:00	12:00	01:00	05:00		
27	SATURDAY					
28	SUNDAY					
29	8:00	12:00	01:00	05:00		
30	HOLIDAY					
31						

TOTAL

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

VERIFIED as to the prescribed office hours

ANGELITA L. PARADERO

In-Charge

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ANGELITA L. PARADERO

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