

DAILY TIME RECORD

ESTRERA, AIDA L.

(NAME)

For the month of

January 2022

Official hours for arrival and departure

8:00 AM -5:00 PM

Day	AM		PM		T/U	Total
	IN	OUT	IN	OUT		
1-SAT						Off
2-SUN						Off
3- MON	7:55	12:00	1:00	5:00		
4- TUE	7:35	12:00	1:00	5:00		
5- WED	7:51	12:00	1:00	5:00		
6- THU	7:48	12:00	1:00	5:00		
7- FRI	7:35	12:00	1:00	5:00		
8- SAT						Off
9- SUN						Off
10- MON	7:40	12:00	1:00	5:00		
11- TUE	LEAVE					
12- WED						
13- THU	7:35	12:00	1:00	5:00		
14- FRI	7:56	12:00	1:00	5:00		
15- SAT						Off
16- SUN						Off
17- MON	8:00	12:00	1:00	5:00		
18- TUE	7:30	12:00	1:00	5:00		
19- WED	7:35	12:00	1:00	5:00		
20- THU	7:30	12:00	1:00	5:00		
21- FRI	7:45	12:00	1:00	5:00		
22- SAT						Off
23- SUN						Off
24- MON	7:35	12:00	1:00	5:00		
25- TUE	7:47	12:00	1:00	5:00		
26- WED	WORK FROM HOME					
27- THU						
28- FRI						
29- SAT						Off
30- SUN						Off
31- MON	7:50	12:00	1:00	5:00		

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.


AIDA L. ESTRERA

VERIFIED as to prescribed office hours


MA. RACHEL KIM L. AURE
Director for Instruction and Evaluation