

Civil Service Form No. 49

**DAILY TIME RECORD**  
**ATOZ A. VASQUEZ**

(NAME)

For the month of **APRIL 2022**

Official hours for arrival (Regular days: \_\_\_\_\_)

And Departure (Saturdays: \_\_\_\_\_)

D A Y	A. M.		P. M.		UNDERTIME	
	Arrival	Departure	Arrival	Departure	Hours	Minutes
1	8:00	12:01	12:47	05:00		
2	SATURDAY					
3	SUNDAY					
4	8:00	12:01	12:46	05:00		
5	8:00	12:07	12:55	05:00 COVID-19 Vaccine		
6	8:00	12:01	12:51	05:00		
7	8:00	12:03	12:46	05:00		
8	8:00	12:04	12:55	05:00		
9	SATURDAY					
10	SUNDAY					
11	8:00	12:01	12:46	05:00		
12	8:00	12:07	12:55	05:00		
13	8:00	12:01	12:51	05:00		
14	HOLIDAY (Maundy Thursday)					
15	HOLIDAY (Good Friday)					
16	SATURDAY					
17	SUNDAY					
18	8:00	12:01	12:46	05:00		
19	8:00	12:07	12:55	05:00		
20	Sick Leave					
21	Sick Leave					
22	8:00	12:06	12:56	05:00		
23	SATURDAY					
24	SUNDAY					
25	8:00	12:01	12:46	05:00		
26	8:00	12:07	12:55	05:00		
27	8:00	12:01	12:51	05:00		
28	8:00	12:03	12:46	05:00		
29	8:00	12:04	12:55	05:00		
30	SATURDAY					
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

  
**ELIZABETH S. QUEVEDO**

In-Charge

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**ELIZABETH S. QUEVEDO**

In-Charge