

Daily Time Record (DTR)Name JOCELYN T. COFor the month of April 1-30, 2022
 Official hours of arrival and departure: } Regular days _____
 Saturdays _____

D A Y	A. M.		P. M.		Undertime	
	Arrival	Departure	Arrival	Departure	Hrs.	Mins.
1	7:20	12:00	12:45	5:00		
2					SATURDAY	
3					SUNDAY	
4	7:10	12:00	12:55	5:00		
5	7:20	12:00	12:50	5:00		
6	7:20	12:00	12:50	5:00		
7	7:15	12:00	12:50	5:00		
8	7:15	12:00	12:45	5:00		
9					SATURDAY	
10					SUNDAY	
11	WORK SUSPENDED DUE TO TYPHOON AGATON					
12						
13						
14	HOLIDAY					
15						
16					SATURDAY	
17					SUNDAY	
18	CALAMITY LEAVE					
19						
20						
21						
22						
23					SATURDAY	
24					SUNDAY	
25	7:10	12:00	12:50	5:00		
26	7:15	12:00	12:20	5:00		
27	7:20	12:00	12:45	5:00		
28	7:15	12:00	12:45	5:00		
29	7:15	12:00	12:55	5:00		
30						
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 of the time of arrival and departure from office.



Verified as to the prescribed office hours.


LOUELLA C. AMPAC
 Supervisor