

DAILY TIME RECORD

Flora M. Y. Dugan

(NAME)

For the month of February 1-28, 2022

Official hours for arrival (Regular days)

And departure (Saturdays)

D A Y	A M		P M		UNDERTIME	
	Arrival	Depr.	Arrival	Depr.	Hrs.	Mins.
1	Chinese New Year					
2	8:00	12:00	1:00	5:00		
3	8:40	12:00	1:00	5:00		
4	8:35	12:00	1:00	5:00		
5	SS	SS	SS	SS		
6	SS	SS	SS	SS		
7	9:40	12:00	1:00	5:00		
8	8:40	12:00	1:00	5:00		
9	8:20	12:00	1:00	5:00		
10	8:08	12:00	1:00	5:00		
11	8:00	12:00	1:00	5:00		
12	SS	SS	SS	SS		
13	SS	SS	SS	SS		
14	8:30	12:00	1:00	5:00		
15	8:15	12:00	1:00	5:00		
16	8:00	12:00	1:00	5:00		
17	8:00	12:00	1:00	5:30		
18	8:12	12:00	1:00	5:00		
19	SS	SS	SS	SS		
20	SS	SS	SS	SS		
21	8:13	12:00	1:00	5:00		
22	8:35	12:00	1:00	5:00		
23	8:45	12:00	1:00	5:00		
24	8:20	12:00	1:00	5:00		
25	HOLIDAY		HOLIDAY			
26	SS	SS	SS	SS		
27	SS	SS	SS	SS		
28	8:00	12:00	1:00	5:00		
29						
30						
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.

[Signature]

VERIFIED as to the prescribed office hours

ROSELYN T. DIAMONTE

In-Charge

DAILY TIME RECORD

FLORA MIA Y. DUATIN

(NAME)

For the month of March 1-31, 2022

Official hours for arrival (Regular days)

And departure (Saturdays)

D A Y	A M		P M		UNDERTIME	
	Arrival	Deptr.	Arrival	Deptr.	Hrs.	Mins.
1	8:18	12:00	1:00	5:00		
2	8:27	12:00	1:00	5:00		
3	8:26	12:00	1:00	5:00		
4	8:30	12:00	1:00	5:00		
5	SS	SS	SS	SS		
6						
7	8:00	12:00	1:00	5:00		
8	9:05	12:00	1:00	5:00		
9	8:00	12:00	1:00	5:00		
10	8:00	12:00	1:00	5:00		
11	9:17	12:00	1:00	5:00		
12	SS	SS	SS	SS		
13						
14	8:37	12:00	1:00	5:00		
15	8:35	12:00	1:00	5:00		
16	8:35	12:00	1:00	5:00		
17	8:00	12:00	1:00	5:00		
18	8:00	12:00	1:00	5:00		
19						
20	SS	SS	SS	SS		
21	8:20	12:00	1:00	5:00		
22	8:00	12:00	1:00	5:00		
23	8:00	12:10	1:00	5:00		
24	8:00	12:00	1:00	5:00		
25	8:50	12:00	1:00	5:00		
26	SS	SS	SS	SS		
27						
28						
29	Off - Travel to UP					
30						
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.

Flora M. Duatin

VERIFIED as to the prescribed office hours

ROBELYN T. DIAMONTE
In-Charge

DAILY TIME RECORD

Flora Mia Y. Dacata
(NAME)

For the month of APRIL 1-30, 2022

Official hours for arrival _____ (Regular days _____)
And departure _____ (Saturdays _____)

D A Y	A M		P M		UNDERTIME	
	Arrival	Depr.	Arrival	Depr.	Hrs.	Mins.
1	08	- TRAVEL to WP				
2	SS	SS	SS	SS		
3						
4	} SLP					
5						
6						
7	} VL					
8						
9	SS	SS	SS	SS		
10						
11	ADDITION		TYPHON			
12	} WORK		SUSPENSION			
13						
14	HOLIDAY		HOLIDAY			
15						
16	SS	SS	SS	SS		
17						
18	} FORCED LEAVE					
19						
20						
21						
22						
23	SS	SS	SS	SS		
24						
25	} CALAMITY LEAVE					
26						
27						
28						
29						
30						
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.

Flora

VERIFIED as to the prescribed office hours

ROBERTA T. PIA MONTE
In-Charge

DAILY TIME RECORD

Flora Mia Y. Ducati

(NAME)

For the month of MAY 1 - 31, 2022

Official hours for arrival (Regular days)

And departure (Saturdays)

D A Y	A M		P M		UNDERTIME	
	Arrival	Deptr.	Arrival	Deptr.	Hrs.	Mins.
1	Sunday					
2	Vacation leave					
3	Holiday					
4						
5	Vacation leave					
6						
7						
8						
9	Election Day					
10						
11	Sick leave					
12						
13						
14						
15						
16	8:07	12:00	12:12	5:00		
17	8:05	12:04	12:12	5:00		
18	7:59	12:09	12:26	5:03		
19	7:59	12:05	12:38	5:03		
20	7:19	12:16	12:27	5:06		
21						
22						
23	7:53	12:11	12:30	5:17		
24	8:17	12:20	12:43	5:13		
25	7:54	12:03	12:35	5:45		
26	8:09	12:01	12:42	5:00		
27	8:11	12:02	12:11	5:15		
28						
29						
30	7:59	12:51	12:54	5:11		
31	8:14	12:00	1:00	5:00		
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.

Signature

VERIFIED as to the prescribed office hours

ROSELYN T. PIAMONTA
In-Charge