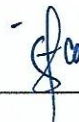


Daily Time Record (DTR)Name JOCELYN T. COFor the month of January 1-31, 2021Official hours of arrival and departure: } Regular days _____
Saturdays _____

D A Y	A. M.		P. M.		Undertime	
	Arrival	Departure	Arrival	Departure	Hrs.	Mins.
1					SATURDAY	
2					SUNDAY	
3	7:15	12:00	12:56	5:00		
4	7:15	12:00	12:55	5:00		
5	7:10	12:00	12:51	5:00		
6	7:15	12:00	12:50	5:00		
7	7:15	12:00	12:45	5:00		
8					SATURDAY	
9					SUNDAY	
10	7:10	12:00	12:50	5:00		
11	7:20	12:00	12:50	5:00		
12	7:15	12:00	12:50	5:00		
13	7:15	12:00	12:50	5:00		
14	7:15	12:00	12:45	5:00		
15					SATURDAY	
16					SUNDAY	
17	7:10	12:00	12:50	5:00		
18	7:15	12:00	12:56	5:00		
19	7:09	12:00	12:51	5:00		
20	ON LEAVE					
21	7:15	12:00	12:55	5:00		
22					SATURDAY	
23					SUNDAY	
24	WORK FROM HOME					
25						
26	7:03	12:00	12:50	5:00		
27	7:10	12:00	12:50	5:00		
28	7:12	12:00	12:50	5:00		
29					SATURDAY	
30					SUNDAY	
31	7:15	12:00	12:50	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 of the time of arrival and departure from office.



Verified as to the prescribed office hours.


LOUELLA C. AMPAC
 Supervisor