

**DAILY TIME RECORD****PAULA NADREA M. PAQUIBULAN**

Name

For the month of **December, 2021**Official hours for arrival  
and departureRegular days \_\_\_\_  
Saturdays \_\_\_\_

D A Y	A.M.		P.M.		UNDERTIME	
	Arrival	Depart- ure	Arrival	Depart- ure	Hrs.	Min.
1	WORK FROM HOME					
2	WORK FROM HOME					
3	WORK FROM HOME					
4	SAT.					
5	SUN.					
6	WORK FROM HOME					
7	WORK FROM HOME					
8	WORK FROM HOME					
9	WORK FROM HOME					
10	WORK FROM HOME					
11	SAT.					
12	SUN.					
13	8:00	12:00	1:00	5:00		
14	8:00	12:00	1:00	5:00		
15	8:00	12:00	SUSPENDED			
16	WORK WAS SUSPENDED DUE TO TYPHOON ODETTE					
17	WORK WAS SUSPENDED DUE TO TYPHOON ODETTE					
18	SAT.					
19	SUN.					
20	8:00	12:00	1:00	5:00		
21	8:00	12:00	1:00	5:00		
22	WORK FROM HOME					
23	WORK FROM HOME					
24	WORK FROM HOME					
25	Weekend					
26						
27	Teacher's Leave					
28						
29						
30						
31						
TOTAL						

I CERTIFY on my honor that the above is a true and correct reports of the hours of works performed, record of which was made daily at the time of arrival and departure from office.



Verified to the prescribed office  
hours

JETT C. QUEBEC  
In-Charge

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