

**DAILY TIME RECORD****DAILY TIME RECORD**

Name: Mizael B. Cerna  
 For the month of April 1-30, 2022  
 Official hour for (Regular days) \_\_\_\_\_  
 Arrival: \_\_\_\_\_ Departure (Saturdays) \_\_\_\_\_

Name: Mizael B. Cerna  
 For the month of April 1-30, 2022  
 Official hour for (Regular days) \_\_\_\_\_  
 Arrival: \_\_\_\_\_ Departure (Saturdays) \_\_\_\_\_

Day	A.M.		P.M.		Undertime	
	Arr	Dep	Arr	Dep	Hrs	Mins
1	7:45	12:05	12:42	17:09		
2	Saturday					
3	Sunday					
4	7:43	12:05	12:31	17:07		
5	8:10	12:06	12:29	17:08		
6	8:18	12:47	12:48	17:09		
7	8:07	12:31	12:40	17:06		
8	LEAVE					
9	Saturday					
10	Sunday					
11	SUSPENSION OF WORK DUE TO TYPHOON AGATON ODETTE					
12						
13						
14	Maundy Thursday					
15	Good Friday					
16	Saturday					
17	Sunday					
18	7:29	12:09	12:37	17:15		
19	7:43	12:04	12:09	17:04		
20	7:48	12:05	(LEAVE PM)			
21	7:50	12:09	12:25	17:13		
22	8:02	12:18	12:24	17:04		
23	Saturday					
24	Sunday					
25	7:58	12:11	12:13	17:04		
26	8:13	12:39	12:40	17:08		
27	7:50	12:30	12:31	17:09		
28	CALAMITY LEAVE					
29	CALAMITY LEAVE					
30	Saturday					
31	Sunday					
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

LILIAN B. NUÑEZ  
In-Charge

Day	A.M.		P.M.		Undertime	
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TOTAL						

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VERIFIED as to the prescribed office hours

LILIAN B. NUÑEZ  
In-Charge