

Civil Service Form No. 49

**DAILY TIME RECORD****GRACIELLE DAWN L. GAMOTIN**For the month of **JANUARY 2021**

Official hours for arrival (Regular days: \_\_\_\_\_)

And Departure (Saturdays: \_\_\_\_\_)

| D<br>A<br>Y | A. M.    |           | P. M.   |           | UNDERTIME |         |
|-------------|----------|-----------|---------|-----------|-----------|---------|
|             | Arrival  | Departure | Arrival | Departure | Hours     | Minutes |
| 1           | SATURDAY |           |         |           |           |         |
| 2           | SUNDAY   |           |         |           |           |         |
| 3           | 8:00     | 12:00     | 1:00    | 5:00      |           |         |
| 4           | 8:00     | 12:00     | 1:00    | 5:00      |           |         |
| 5           | LEAVE    |           |         |           |           |         |
| 6           | LEAVE    |           |         |           |           |         |
| 7           | LEAVE    |           |         |           |           |         |
| 8           | SATURDAY |           |         |           |           |         |
| 9           | SUNDAY   |           |         |           |           |         |
| 10          | LEAVE    |           |         |           |           |         |
| 11          | LEAVE    |           |         |           |           |         |
| 12          | 8:00     | 12:00     | 1:00    | 5:00      |           |         |
| 13          | 8:00     | 12:00     | 1:00    | 5:00      |           |         |
| 14          | 8:00     | 12:00     | 1:00    | 5:00      |           |         |
| 15          | SATURDAY |           |         |           |           |         |
| 16          | SUNDAY   |           |         |           |           |         |
| 17          | 8:00     | 12:00     | 1:00    | 5:00      |           |         |
| 18          | 8:00     | 12:00     | 1:00    | 5:00      |           |         |
| 19          | 8:00     | 12:00     | 1:00    | 5:00      |           |         |
| 20          | 8:00     | 12:00     | 1:00    | 5:00      |           |         |
| 21          | 8:00     | 12:00     | 1:00    | 5:00      |           |         |
| 22          | SATURDAY |           |         |           |           |         |
| 23          | SUNDAY   |           |         |           |           |         |
| 24          | 8:00     | 12:00     | 1:00    | 5:00      |           |         |
| 25          | 8:00     | 12:00     | 1:00    | 5:00      |           |         |
| 26          | 8:00     | 12:00     | 1:00    | 5:00      |           |         |
| 27          | 8:00     | 12:00     | 1:00    | 5:00      |           |         |
| 28          | 8:00     | 12:00     | 1:00    | 5:00      |           |         |
| 29          | SATURDAY |           |         |           |           |         |
| 30          | SUNDAY   |           |         |           |           |         |
| 31          | 8:00     | 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.

VERIFIED as to the prescribed office hours

**ANGELITA L. PARADERO**

In-Charge

Civil Service Form No. 49

**DAILY TIME RECORD****GRACIELLE DAWN L. GAMOTIN**For the month of **JANUARY 2021**

Official hours for arrival (Regular days: \_\_\_\_\_)

And Departure (Saturdays: \_\_\_\_\_)

| D<br>A<br>Y | A. M.    |           | P. M.   |           | UNDERTIME |         |
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|             | Arrival  | Departure | Arrival | Departure | Hours     | Minutes |
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| 30          | SUNDAY   |           |         |           |           |         |
| 31          | 8:00     | 12:00     | 1:00    | 5:00      |           |         |

**TOTAL**

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VERIFIED as to the prescribed office hours

**ANGELITA L. PARADERO**

In-Charge