

DAILY TIME RECORD

Name: Generoso L. Vequizo  
 For the month of Nov. 1-30, 2021  
 Official hour for (Regular days) \_\_\_\_\_  
 Arrival: \_\_\_\_\_ Departure (Saturdays) \_\_\_\_\_

Day	A.M.		P.M.		Undertime	
	Arr	Dep	Arr	Dep	Hrs	Mins
1			Holiday			
2	6:30	12:00	1:00	4:00		
3	6:30	12:00	1:00	4:00		
4	6:30	12:00	1:00	4:00		
5	6:18	12:00	1:00	4:00		
6			Saturday			
7			Sunday			
8	6:30	12:00	1:00	4:00		
9	6:30	12:00	1:00	4:00		
10	6:18	12:00	1:00	4:00		
11	6:18	12:00	1:00	4:00		
12			LEAVE			
13			Saturday			
14			Sunday			
15	6:30	12:00	1:00	4:00		
16	6:30	12:00	1:00	4:00		
17	6:30	12:00	1:00	4:00		
18	6:19	12:00	1:00	4:00		
19	6:30	12:00	1:00	4:00		
20			Saturday			
21			Sunday			
22	6:19	12:00	1:00	4:00		
23	6:30	12:00	1:00	4:00		
24	6:30	12:00	1:00	4:00		
25	6:30	12:00	1:00	4:00		
26	6:30	12:00	1:00	4:00		
27			Saturday			
28			Sunday			
29	6:30	12:00	1:00	4:00		
30			Holiday			
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.

VERIFIED as to the prescribed office hours

LILIAN B. NUÑEZ

In-Charge

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