

Civil Service Form No. 49

**DAILY TIME RECORD**  
**GIDEON NIEL D. TAN**

(NAME)

For the month of **January 2022**

Official hours for arrival

(Regular days: \_\_\_\_\_)

And Departure

(Saturdays: \_\_\_\_\_)

D A Y	A. M.		P. M.		UNDERTIME	
	Arrival	Departure	Arrival	Departure	Hours	Minutes
1	SATURDAY					
2	SUNDAY					
3	8:00	12:00	1:00	5:34		
4	8:10	12:00	1:00	5:02		
5	8:00	12:00	1:00	5:34		
6	8:00	12:00	1:00	5:00		
7	on Travel @Ormoc					
8	SATURDAY					
9	SUNDAY					
10	8:00	12:00	1:00	5:30		
11	8:10	12:00	1:00	5:02		
12	8:01	12:00	1:00	5:34		
13	8:00	12:00	1:00	5:00		
14	8:03	12:00	1:00	5:00		
15	SATURDAY					
16	SUNDAY					
17	8:00	12:00	1:00	5:30		
18	8:10	12:00	1:00	5:02		
19	8:00	12:00	1:00	5:37		
20	8:00	12:00	1:00	5:00		
21	8:03	12:00	1:00	5:00		
22	SATURDAY					
23	SUNDAY					
24	On Quarantine					
25	On Quarantine					
26	On Quarantine					
27	On Quarantine					
28	On Quarantine					
29	SATURDAY					
30	SUNDAY					
31	8:03	12:00	1:00	5:37		
TOTAL						

I certify  
report  
made

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

Form No. 49

**DAILY TIME RECORD**  
**GIDEON NIEL D. TAN**

(NAME)

of **January 2022**

or arrival

(Regular days: \_\_\_\_\_)

(Saturdays: \_\_\_\_\_)

M.	P. M.		UNDERTIME	
	Arrival	Departure	Hours	Minutes
1				
2				
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14				
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18				
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22				
23				
24				
25				
26				
27				
28				
29				
30				
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

L. PARADERO  
 In-Charge