

## DAILY TIME RECORD

Martinez, Seregena Ruth  
Name

For the month of November

Official hours for arrival  
and departure

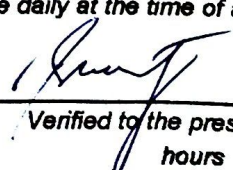
Regular days \_\_\_\_\_

Saturdays \_\_\_\_\_

| D<br>A<br>Y | A.M.     |                | P.M.    |                | UNDERTIME |      |
|-------------|----------|----------------|---------|----------------|-----------|------|
|             | Arrival  | Depart-<br>ure | Arrival | Depart-<br>ure | Hrs.      | Min. |
| 1           | Ho       | li             | day     |                |           |      |
| 2           | 7:30     | 1:00           | 2:00    | 5:00           |           |      |
| 3           | 7:45     | 12:00          | 1:00    | 5:00           |           |      |
| 4           | 7:40     | 1:00           | 2:00    | 5:00           |           |      |
| 5           | 7:30     | 12:00          | 1:00    | 5:00           |           |      |
| 6           | Saturday |                |         |                |           |      |
| 7           | Sunday   |                |         |                |           |      |
| 8           | Holiday  |                |         |                |           |      |
| 9           | 7:30     | 1:00           | 2:00    | 5:00           |           |      |
| 10          | On Leave |                |         |                |           |      |
| 11          | 7:40     | 1:00           | 2:00    |                |           |      |
| 12          | 7:40     | 12:00          | 1:00    | 5:00           |           |      |
| 13          | Saturday |                |         |                |           |      |
| 14          | Sunday   |                |         |                |           |      |
| 15          | 7:10     | 12:00          | 1:00    | 5:00           |           |      |
| 16          | 7:30     | 1:00           | 2:00    | 5:00           |           |      |
| 17          | 7:30     | 12:00          | 1:00    | 5:00           |           |      |
| 18          | 7:30     | 1:00           | 2:00    | 5:00           |           |      |
| 19          | 7:30     | 12:00          | 1:00    | 5:00           |           |      |
| 20          | Saturday |                |         |                |           |      |
| 21          | Sunday   |                |         |                |           |      |
| 22          | 7:00     | 12:00          | 1:15    | 5:00           |           |      |
| 23          | 7:40     | 1:00           | 2:00    | 5:00           |           |      |
| 24          | 7:35     | 12:00          | 1:00    | 5:00           |           |      |
| 25          | 7:35     | 1:00           | 2:00    | 5:00           |           |      |
| 26          | 7:30     | 12:00          | 1:00    | 5:00           |           |      |
| 27          | Saturday |                |         |                |           |      |
| 28          | Sunday   |                |         |                |           |      |
| 29          | 7:10     | 12:00          | 1:00    | 5:00           |           |      |
| 30          | Holiday  |                |         |                |           |      |
| 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