

DAILY TIME RECORD

IANVIE NOREAN A. MIAGA

Name _____

For the month of NOVEMBER

Official hours for arrival
and departure

Regular days_____

Saturdays _____

D A Y	A.M.		P.M.		UNDERTIME	
	Arrival	Depart- ure	Arrival	Depart- ure	Hrs.	Min.
1	HOLIDAY					
2	7:50	12:10	12:48	5:00		
3	8:00	12:15	12:50	5:00		
4	8:00	12:05	12:50	5:00		
5	8:00	12:10	12:40	5:00		
6	S A	T U	R D	A Y		
7	S U	N D	A Y			
8	HOLIDAY					
9	7:58	12:18	12:50	5:00		
10	WORK FROM HOME					
11	WORK FROM HOME					
12	WORK FROM HOME					
13	S A	T U	R D	A Y		
14	S U	N D	A Y			
15	8:00	12:15	12:58	5:00		
16	8:00	12:15	12:58	5:00		
17	8:00	12:17	12:50	5:00		
18	7:59	12:11	12:49	5:00		
19	8:00	12:15	12:59	5:00		
20	S A	T U	R D	A Y		
21	S U	N D	A Y			
22	7:59	12:13	12:58	5:00		
23	8:00	12:17	12:53	5:00		
24	8:00	12:15	12:57	5:00		
25	7:56	12:16	12:50	5:00		
26	8:00	12:12	12:51	5:00		
27	S A	T U	R D	A Y		
28	S U	N D	A Y			
29	WORK FROM HOME					
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