

DAILY TIME RECORD

JEREMIAS S. VESTRA

Name

For the month of February 1-28, **2022**

Official hour of arrival Regular days _____

and departure Saturdays _____

D A Y	A. M.		P. M.		OVERTIME	
	Arrival	Departure	Arrival	Departure	Hours	Min.
1	7:50	12:15	12:55	5:15		
2	8:00	12:10	1:00	5:25		
3	7:55	12:00	1:00	5:10		
4	8:00	12:06	12:55	5:20		
5		Saturday				
6		Sunday				
7	8:00	12:10	1:00	5:10		
8	7:58	12:05	12:50	5:15		
9	8:00	12:00	1:00	5:20		
10	7:55	12:06	12:55	5:20		
11	7:45	12:06	12:55	5:20		
12		Saturday				
13		Sunday				
14	8:00	12:10	1:00	5:10		
15	8:00	12:00	1:00	5:20		
16	8:00	12:05	12:50	5:15		
17	7:59	12:00	1:00	5:10		
18	8:00	12:06	12:55	5:20		
19		Saturday				
20		Sunday				
21	7:50	12:15	12:55	5:15		
22	8:00	12:10	1:00	5:25		
23	7:55	12:00	1:00	5:10		
24	8:00	12:06	12:55	5:20		
25		HOLIDAY				
26		Saturday				
27		Sunday				
28	7:50	12:05	12:50	5:15		
29	x-x-x-x-	x-x-x-x-x-x	x-x-x-x	x-x-x-x-x-x	x-x-x-	x-x-
30	x-x-x-x-	x-x-x-x-x-x	x-x-x-x	x-x-x-x-x-x	x-x-x-	x-x-
31	x-x-x-x-	x-x-x-x-x-x	x-x-x-x	x-x-x-x-x-x	x-x-x-	x-x-

I CERTIFY on my honor that the above is true and correct report to the hours of work performed and departure from office

JEREMIAS S. VESTRA

Verified to the prescribed office hours

MARISEL A. LEORNA

In-charge