

DAILY TIME RECORD

DAISY P. ACORITAY

Name

For the month of DECEMBER 1 - 31, 2021Official 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	7:40	12:00	12:30	5:00		
2	7:40	12:00	12:52	5:00		
3	7:40	12:40	1:00	5:00		
4		SATURDAY				
5		SUNDAY				
6	8:01	12:15	12:50	5:00		
7	7:08	12:00	1:00	5:00		
8		HOLIDAY				
9	6:51	12:00	12:40	5:00		
10	8:15	12:00	12:50	5:00		
11		SATURDAY				
12		SUNDAY				
13	8:00	12:00	1:00	5:00		
14	7:00	12:00	12:48	5:00		
15	7:00	12:00	CLASS	SUSPENSION		
16		CLASS/WORK SUSPENSION				
17		CLASS/WORK SUSPENSION				
18		SATURDAY				
19		SUNDAY				
20	8:00	12:00	1:00	5:00		
21		LEAVE				
22	8:00	12:00	1:00	5:00		
23		LEAVE				
24		LEAVE				
25						
26						
27						
28						
29						
30						
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.

Daisy P. Acoritay
DAISY P. ACORITAY

Verified to the prescribed office
hours

JETT C. QUEBEC

In-Charge