

DAILY TIME RECORD**CLEMENTINO A. BORELA**

NAME

For the month of

NOVEMBER 1-31, 2021

Official hours Arrival

Regular Days

and Departure

Saturdays

DAY	A.M.		P.M.		Under Time	
	Arrival	Departure	Arrival	Departure	Hrs.	Min.
1		HOLIDAY				
2	8:00	12:00	1:00	5:00		
3	8:00	12:00	1:00	5:00		
4	8:00	12:00	1:00	5:00		
5	8:00	12:00	1:00	5:00		
6		SAT				
7		Sunday				
8		HOLIDAYS				
9	8:00	12:00	1:00	5:00		
10	8:00	12:00	1:00	5:00		
11	8:00	12:00	1:00	5:00		
12	8:00	12:00	1:00	5:00		
13		SAT				
14		Sunday				
15	8:00	12:00	1:00	5:00		
16	8:00	12:00	1:00	5:00		
17	8:00	12:00	1:00	5:00		
18	8:00	12:00	1:00	5:00		
19	8:00	12:00	1:00	5:00		
20		SAT				
21		Sunday				
22	8:00	12:00	1:00	5:00		
23	8:00	12:00	1:00	5:00		
24	8:00	12:00	1:00	5:00		
25	8:00	12:00	1:00	5:00		
26	8:00	12:00	1:00	5:00		
27		SAT				
28		Sunday				
29	8:00	12:00	1:00	5:00		
30		HOLIDAYS				
31	—	—	—	—		
Total:						

I CERTIFY on my hour that the above is a true and correct report of the hours of work performed record of which was made daily at the arrival and departure from office.

CLEMENTINO A. BORELA

CERTIFIED as to the prescribed office hours

LEGARIO B. RAMOS

In-Charge