

## DAILY TIME RECORD

Address MH Hotel N. Thompson  
(NAME)

For the month of FEBRUARY, 2022

Official hours for arrival (Regular days \_\_\_\_\_)

And departure (Saturdays \_\_\_\_\_)

D A Y	A M		P M		UNDERTIME	
	Arrival	Depr.	Arrival	Depr.	Hrs.	Mins.
1	HOL	DAM				
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	SS					
6	SS					
7	8:00	12:00	1:00	5:00		
8	8:00	12:00	1:00	5:00		
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	SS					
13	SS					
14	8:00	12:00	1:00	5:00		
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	SS					
20	SS					
21	8:00	12:00	1:00	5:00		
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	HOLIDAY					
26	SS					
27	SS					
28	8:00	12:00	1:00	5:00		
29						
30						
31						
TOTAL						

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

VERIFIED as to the prescribed office hours

In-Charge