

DAILY TIME RECORD

JEREMIAS S. VESTRA

Name

For the month of November 1-30, 2021

Official hour of arrival Regular days _____

and departure Saturdays _____

D A Y	A. M.		P. M.		OVERTIME	
	Arrival	Departure	Arrival	Departure	Hours	Min.
1	7:40	12:10	12:40	6:10		
2	7:55	12:10	1:00	6:00		
3	7:55	12:10	1:00	5:15		
4	7:55	12:15	12:30	6:15		
5	7:50	12:15	12:40	6:15		
6		Saturday				
7		Sunday				
8	8:00	12:10	12:55	5:20		
9	8:00	12:00	1:00	5:20		
10	7:45	12:05	1:00	6:00		
11	7:35	12:00	1:00	5:25		
12	7:50	12:00	1:00	5:25		
13		Saturday				
14		Sunday				
15	7:40	12:10	1:00	5:30		
16	8:00	12:15	12:25	5:45		
17	7:55	12:10	12:10	6:45		
18	7:25	12:05	1:00	5:20		
19	7:45	12:15	12:40	5:20		
20		Saturday				
21		Sunday				
22	7:40	12:10	12:55	5:20		
23	7:45	12:05	1:00	5:15		
24	7:55	12:10	1:00	5:15		
25	7:50	12:15	12:40	6:15		
26	7:45	12:05	1:00	5:20		
27		Saturday				
28		Sunday				
29	7:15	12:10	1:00	5:10		
30		HOLIDAY				
31	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