DAILY TIME RECORD

----000-----

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.

DAILY TIME RECORD

----000-----

(Name)							(Name)							
For t	he month	of					For t	he month	of					
Official hours for Regular days						Official hours for Regular days								
arri	val and de	parture	Satu	rdays			arri	val and de	parture	Satu	rdays			
	A.M.		P.M.		Undertime]	A.M.		P.M.		Undertime		
Day	Arrival	Depar-t ure	Arrival	Depar-t ure	Hours	Min- utes	Day	Arrival	Depar-t ure	Arrival	Depar-t ure	Hours	Min- utes	
1							1							
2							2							
3							3							
4							4							
5							5							
6							6							
7							7							
8							8							
9							9							
10							10							
11							11							
12							12							
13							13							
14							14							
15							15							
16							16							
17							17							
18							18							
19							19							
20							20							
21							21							
22							22							
23							23							
24							24							
25							25							
26							26							
27							27							
28							28							
29							29							

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.

Total

30

31

VERIFIED as to the prescribed office hours:	VERIFIED as to the prescribed office hours:
In Charge	In Charge

30

31