

CS Form No. 48

DAILY TIME RECORD

Officia	al hour of	arrival and	d depart	202 Regular days departure. Saturdays: PM Overtime/			
Days					Undertime		
1	Arrival	Departure	Arrival	Departure	Hours	Minute	
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
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27							
28							
29							
30							
31							
Total							
e hou	urs of wo	honor that ork perform val and de	ned reco	ord of which	h was m		

(Signature of Employee)	
Certified as to the prescribed office hours:	
(Immediate Supervisor)	



CS Form No. 48

DAILY TIME RECORD

		(Name)					
	For the month of	202_	Regu	ılar days			
	Official hour of arrival and	departure.	Saturd	ays:			
г							

Official	hour of	arrival and	departu	ure. Saturd	avs:	
Days	AM		PM		Overtime/ Undertime	
	Arrival	Departure	Arrival	Departure	Hours	Minute
1						
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26						
27						
28						
29						
30						
31						
Total						

I certify on my honor that the above is 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.

ne time of arrival and departure from office.	
(Signature of Employee)	
Certified as to the prescribed office hours:	
(Immediate Supervisor)	