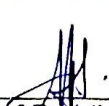





DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: MARY ABEGAIL R. MORILLA
Department: DLABS

For the Month of: NOVEMBER
Year: 2021

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1	HOLIDAY (ALL SAINT'S DAY)												
2	7:00	8:00	11:30	12:00			12:00	1:00	4:00	5:30			4.5
3	7:00	11:30					4:00	5:30					6
4	7:00	8:00	11:30	12:00			12:00	1:00	4:00	5:30			4.5
5	VSU-IHS (EAPP)												
6	SATURDAY & SUNDAY												
7	SATURDAY & SUNDAY												
8	HOLIDAY (YOLANDA COMMEMORATION)												
9	WORK FROM HOME												6
10	WORK FROM HOME												6
11	WORK FROM HOME												4.5
12	WORK FROM HOME												2
13	SATURDAY & SUNDAY												
14	SATURDAY & SUNDAY												
15	WORK FROM HOME												6
16	7:00	8:00	11:30	12:00			12:00	1:00	4:00	5:30			4.5
17	7:00	11:30					4:00	5:30					6
18	7:00	8:00	11:30	12:00			12:00	1:00	4:00	5:30			4.5
19	VSU-IHS (EAPP)												
20	SATURDAY & SUNDAY												
21	SATURDAY & SUNDAY												
22	WORK FROM HOME												6
23	7:00	8:00	11:30	12:00			12:00	1:00	4:00	5:30			4.5
24	7:00	11:30					4:00	5:30					6
25	7:00	8:00	11:30	12:00			12:00	1:00	4:00	5:30			4.5
26	VSU-IHS (EAPP)												
27	SATURDAY & SUNDAY												
28	SATURDAY & SUNDAY												
29	7:00	11:30					4:00	5:30					6
30	HOLIDAY (BONIFACIO DAY)												
GRAND TOTAL												81.5	
I HEREBY CERTIFY on my honor that the above record is a true and correct report on the hours of work performed made daily at the time of arrival(s) and departure(s).													
 Signature of Part-time Instructor						 JETT C. QUEBEC Printed Name and Signature of Dept. Head							