



DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: RIZA MAE L. MANINGO
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													
2													
3	WORK FROM HOME												
4													
5													
6													
7	SAT												
8	SUN												
9	WORK FROM HOME												
10													
11													
12													
13	SAT												
14	SUN												
15	WORK FROM HOME												
16													
17													
18													
19	WORK FROM HOME												
20													
21													
22													
23	WORK FROM HOME												
24													
25													
26													
27	SAT												
28	SUN												
29	WORK FROM HOME												
30													HOLIDAY
31													
GRAND TOTAL													158.91
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).													
RIZA MAE L. MANINGO							JETT C. QUEBEC						
Signature of Part-time Instructor							Printed Name and Signature of Dept. Head						

Vision:
Mission:

A globally competitive university for science, technology, and environmental conservation.
Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.