

PERSONNEL RECORDS AND PERFORMANCE EVALUATION OFFCE

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DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: GRACE L. MOLLENO

For the Month of: JANUARY 1-28

Department: Dept. of Business and Management

Year: 2021

Day	AM						PM						Daily
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	Total (hours)
1	SATURDAY												
2	SUNDAY												
3	7:00	1:00					2:30	5:30					9
4							2:30	5:30					3
5	10:00	1:00					2:30	5:30					6
6							2:30	5:30					3
7													
8	SATURDAY												
9	SUNDAY												
10	7:00	1:00					2:30	5:30	-				9
11							2:30	5:30					3
12	10:00	1:00					2:30	5:30					6
13							2:30	5:30					3
14													
15	SATURDAY												
16	SUNDAY												
17	7:00	1:00					2:30	5:30					9
18							2:30	5:30					3
19	10:00	1:00					2:30	5:30					6
20							2:30	5:30					3
21													
22	SATURDAY												
23	SUNDAY												
24	7:00	1:00					2:30	5:30					9
25							2:30	5:30	-				3
26	10:00	1:00					2:30	5:30					6
17							2:30	5:30					3
28													_
29	SATURDAY												
30	SUNDAY												
31										7			
										G	RAND '	TOTAL	84

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

ANGELITA L. PARADERO

Printed Name and Signature of Dept. Head