



DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: MICHELLE P. WENCESLAO-BAJAN
Department: ITEEM

For the Month of: NOVEMBER
Year: 2023

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1													
2													
3	9:30	11:00	11:30	13:00			13:00	14:30					4.5
4													
5													
6	8:30	10:00	11:00	12:30			13:00	14:30	15:00	16:30			6.0
7	9:30	11:00	11:30	13:00			13:00	14:30					4.5
8													
9	8:30	10:00	11:00	12:30			13:00	14:30	15:00	16:30			6.0
10	9:30	11:00	11:30	13:00			13:00	14:30					4.5
11													
12													
13	8:30	10:00	11:00	12:30			13:00	14:30	15:00	16:30			6.0
14	9:30	11:00	11:30	13:00			13:00	14:30					4.5
15													
16	8:30	10:00	11:00	12:30			13:00	14:30	15:00	16:30			6.0
17	9:30	11:00	11:30	13:00			13:00	14:30					4.5
18													
19													
20	8:30	10:00	11:00	12:30			13:00	14:30	15:00	16:30			6.0
21	9:30	11:00	11:30	13:00			13:00	14:30					4.5
22													
23	8:30	10:00	11:00	12:30			13:00	14:30	15:00	16:30			6.0
24	9:30	11:00	11:30	13:00			13:00	14:30					4.5
25													
26													
27													
28	9:30	11:00	11:30	13:00			13:00	14:30					4.5
29													
30	8:30	10:00	11:00	12:30			13:00	14:30	15:00	16:30			6.0
GRAND TOTAL													78.0

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

TEOFANES A. PATINDOL

Printed Name and Signature of Dept. Head