

## OFFICE OF THE HEAD OF RECRUITMENT, SELECTION, PLACEMENT AND PERSONNEL RECORDS

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## DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: MARICAR M. LAUSE Department: DLABS- VSU IHS

For the Month of: NOVEMBER

Year: 2021

| Day | AM                  |                     |                            |                                  |   |         | Year: 2021<br><b>PM</b> |          |           |  |        |     |                |
|-----|---------------------|---------------------|----------------------------|----------------------------------|---|---------|-------------------------|----------|-----------|--|--------|-----|----------------|
|     | ARR                 | DEP                 | ARR                        | DEP                              | ARR                                     | DEP     | ARR                     | DEP      | ARR       | DEP  | ARR    | DEP | Daily<br>Total |
| 1   |                     |                     |                            | 1                                |   | 11011   |                         |          | 7 11 11 1 | DLI  | AIXIX  | DEF | (hours)        |
| 2   | 11:00 12:00 HOLIDAY |                     |                            |                                  |   |         |                         |          |           |  |        |     |                |
| 3   | 11:00               | 12:00               |                            |                                  |   | -       | 3:00                    | 4:00     |           |  |        |     | 2              |
| 4   | 11:00               | 12:00               |                            |                                  |   |         | 3:00                    | 4:00     |           |  |        |     | 2              |
| 5   | 11:00               | 12:00               | CORPORATION CONTRACTOR AND | William and Manager and American | 100000000000000000000000000000000000000 |         | 3:00                    | 4:00     |           |  |        |     | 2              |
| 6   |                     |                     |                            | 1                                |   | Ĺ       |                         | <u> </u> |           |  |        |     | 1              |
| 7   | SATURDAY & SUNDAY   |                     |                            |                                  |   |         |                         |          |           |  |        |     |                |
| 8   | HOLIDAY             |                     |                            |                                  |   |         |                         |          |           |  |        |     |                |
| 9   | 11:00               | 12:00               |                            |                                  |   | I IOL   | 3:00                    | 4:00     |           |  |        |     |                |
| 10  | 11:00               | 12:00               |                            |                                  |   |         | 3:00                    | 4:00     |           |  |        |     | 2              |
| 11  | 11:00               | 12:00               |                            |                                  |   |         | 3:00                    | 4:00     |           |  |        |     | 2              |
| 12  | 11:00               | 12:00               |                            |                                  |   |         | 3.00                    | 4.00     |           |  |        |     | 1              |
| 13  |                     |                     |                            |                                  |   |         |                         |          |           |  |        |     |                |
| 14  | SATURDAY & SUNDAY   |                     |                            |                                  |   |         |                         |          |           |  |        |     |                |
| 15  |                     |                     |                            |                                  |   |         | 3:00                    | 4:00     |           | 1  |        |     | 1              |
| 16  | 11:00               | 12:00               |                            |                                  |   |         | 3:00                    | 4:00     |           | The state of the s |        |     | 2              |
| 17  | 11:00               | 12:00               |                            |                                  |   |         | 3:00                    | 4:00     |           |  |        |     | 2              |
| 18  | 11:00               | 12:00               |                            |                                  |   |         | 3:00                    | 4:00     |           |  | 1      |     | 2              |
| 19  | 11:00               | 12:00               |                            |                                  |   |         |                         |          |           |  |        |     | 1              |
| 20  |                     | CATHIDDAY & CHAIDAY |                            |                                  |   |         |                         |          |           |  |        |     |                |
| 21  | SATURDAY & SUNDAY   |                     |                            |                                  |   |         |                         |          |           |  |        |     |                |
| 22  |                     |                     |                            |                                  |   |         | 3:00                    | 4:00     |           |  |        |     | 1              |
| 23  | 11:00               | 12:00               |                            |                                  |   |         | 3:00                    | 4:00     |           |  |        |     | 2              |
| 24  | 11:00               | 12:00               |                            |                                  |   |         | 3:00                    | 4:00     |           |  |        |     | 2              |
| 25  | 11:00               | 12:00               |                            |                                  |   |         | 3:00                    | 4:00     |           |  |        |     | 2              |
| 26  | 11:00               | 12:00               |                            |                                  |   | l       |                         | -        |           |  |        |     | 1              |
| 27  | 1                   |                     |                            |                                  | SAT                                     | URDAY 8 | & SUND                  | AY       |           |  |        | -   |                |
| 28  |                     | T                   | Γ                          |                                  |   |         |                         |          |           |  |        |     |                |
| 29  |                     |                     |                            |                                  |   | 1101:5  | 3:00                    | 4:00     |           |  |        |     | 1              |
| 30  | <u> </u>            |                     |                            |                                  |   | HOLIE   | JAY                     |          |           | CB   | AND TO | TAL | - 24           |
|     | GRAND TOTAL         |                     |                            |                                  |   |         |                         |          |           |  |        | 31  |                |

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. QUEBECY

Printed Name and Signature of Dept. Head