



## DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: ELLA MARIE G. NUÑEZ  
Department: ITEEM

For the Month of: NOVEMBER  
Year: 2022

| Day                | AM    |       |       |       |     |     | PM    |       |     |     |     |     | Daily<br>Total<br>(hours) |
|--------------------|-------|-------|-------|-------|-----|-----|-------|-------|-----|-----|-----|-----|---------------------------|
|                    | ARR   | DEP   | ARR   | DEP   | ARR | DEP | ARR   | DEP   | ARR | DEP | ARR | DEP |                           |
| 1                  |       |       |       |       |     |     |       |       |     |     |     |     |                           |
| 2                  |       |       |       |       |     |     |       |       |     |     |     |     |                           |
| 3                  | 07:00 | 10:00 | 11:30 | 12:00 |     |     | 12:00 | 05:30 |     |     |     |     | 9                         |
| 4                  | 08:30 | 12:00 |       |       |     |     | 12:00 | 02:30 |     |     |     |     | 6                         |
| 5                  |       |       |       |       |     |     |       |       |     |     |     |     |                           |
| 6                  |       |       |       |       |     |     |       |       |     |     |     |     |                           |
| 7                  | 08:30 | 12:00 |       |       |     |     | 12:00 | 02:30 |     |     |     |     | 6                         |
| 8                  | 07:00 | 10:00 | 11:30 | 12:00 |     |     | 12:00 | 05:30 |     |     |     |     | 9                         |
| 9                  |       |       |       |       |     |     |       |       |     |     |     |     |                           |
| 10                 | 07:00 | 10:00 | 11:30 | 12:00 |     |     | 12:00 | 05:30 |     |     |     |     | 9                         |
| 11                 | 08:30 | 12:00 |       |       |     |     | 12:00 | 02:30 |     |     |     |     | 6                         |
| 12                 |       |       |       |       |     |     |       |       |     |     |     |     |                           |
| 13                 |       |       |       |       |     |     |       |       |     |     |     |     |                           |
| 14                 | 08:30 | 12:00 |       |       |     |     | 12:00 | 02:30 |     |     |     |     | 6                         |
| 15                 | 07:00 | 10:00 | 11:30 | 12:00 |     |     | 12:00 | 05:30 |     |     |     |     | 9                         |
| 16                 |       |       |       |       |     |     |       |       |     |     |     |     |                           |
| 17                 | 07:00 | 10:00 | 11:30 | 12:00 |     |     | 12:00 | 05:30 |     |     |     |     | 9                         |
| 18                 | 08:30 | 12:00 |       |       |     |     | 12:00 | 02:30 |     |     |     |     | 6                         |
| 19                 |       |       |       |       |     |     |       |       |     |     |     |     |                           |
| 20                 |       |       |       |       |     |     |       |       |     |     |     |     |                           |
| 21                 | 08:30 | 12:00 |       |       |     |     | 12:00 | 02:30 |     |     |     |     | 6                         |
| 22                 | 07:00 | 10:00 | 11:30 | 12:00 |     |     | 12:00 | 05:30 |     |     |     |     | 9                         |
| 23                 |       |       |       |       |     |     |       |       |     |     |     |     |                           |
| 24                 | 07:00 | 10:00 | 11:30 | 12:00 |     |     | 12:00 | 05:30 |     |     |     |     | 9                         |
| 25                 | 08:30 | 12:00 |       |       |     |     | 12:00 | 02:30 |     |     |     |     | 6                         |
| 26                 |       |       |       |       |     |     |       |       |     |     |     |     |                           |
| 27                 |       |       |       |       |     |     |       |       |     |     |     |     |                           |
| 28                 | 08:30 | 12:00 |       |       |     |     | 12:00 | 02:30 |     |     |     |     | 6                         |
| 29                 | 07:00 | 10:00 | 11:30 | 12:00 |     |     | 12:00 | 05:30 |     |     |     |     | 9                         |
| 30                 |       |       |       |       |     |     |       |       |     |     |     |     |                           |
| 31                 |       |       |       |       |     |     |       |       |     |     |     |     |                           |
| <b>GRAND TOTAL</b> |       |       |       |       |     |     |       |       |     |     |     |     | <b>120</b>                |

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 | Printed Name and Signature of Dept. Head |