

## PERSONNEL RECORDS AND PERFORMANCE EVALUATION OFFCE

Visca Baybay City, Leyte 6521-A, Philippines Phone/Fax: +63 053 563 7323 Email Address: prpeo@vsu.edu.ph Website: www.vsu.edu.ph

## DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: JHADI A. CRUZA For the Month of: DECEMBER

Department: Year: 2021

Day	AM						PM						Daily
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	Total (hours)
1	7:00	12:00					1:0	5:N					9
2	たい	R:N					1: W	5:30					9.5
3	7:00	12:01					1:10	I.W					9
4													,
5													
6	7:10	12:n					1:00	5:10					9
7	7:00	12:00					1:00	5:30					2.6
8	7:N	12:00					1.00	5:00					9
9	7:00	12:10					1:10	5:30					9.5
10	7: W	1200					1:00	5:30			٠	*	9
11													
12													
13	7: W	12:W					1:00	5:10					9
14	7:10	12:10)					1:W	5:30					9.5
15	7:N)	12:00					1511	23 NO					9
16	7:N 7:N	12:10					1210	530					9.5
17	7:00	12:N					1500	2:10			,		q
18	•												
19												4	
20												-	
21													
22													
23										į			
24													
25													
26													
27													
28													
29													
30													
31													
GRAND TOT											OTAL	119.5	

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