

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

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## DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: **Daniel Joseph T. Tan**Department: **DLABS**For the Month of: **December**Year: **2021** 

Ворс	AM							PM							
Day	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	Total (hours)		
1	7:30	12:00					1:00	5:00					8.50		
2	7:30	12:00					1:00	5:00					8.50		
3	7:30	12:00					1:00	5:00					8.50		
4															
5															
6	7:30	12:00					1:00	5:00					8.50		
7	7:30	12:00					1:00	5:00					8.50		
8															
9	7:30	12:00					1:00	5:00					8.50		
10	7:30	12:00					1:00	5:00					8.50		
11															
12															
13	7:30	12:00					1:00	5:00					8.50		
14	7:30	12:00					1:00	5:00					8.50		
15	7:30	12:00					O.P. I	<b>V</b> lemo	No. 132	s.202	1				
16	O.P. Memo No. 132 s.2021														
17	O.P. Memo No. 133 s.2021														
18															
19															
20	WORK FROM HOME														
21	WORK FROM HOME														
22	WORK FROM HOME														
23	WORK FROM HOME														
24	WORK FROM HOME														
25															
26															
27															
28															
29						-		-							
30						-									
31															
I HEREBY CERTIFY on my honor that the above record is a true and correct report on the hours															
IHE	REBY C								and corre and dep			e hours	of work		
Cignoture of Dort times Instructor							JETT C. QUEBEC								
	Signature of Part-time Instructor								Printed Name and Signature of Dept. Head						

Vision: Mission: