

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: MICHELLE G. ORDOVEZ

For the Month of: December

Department: INTEGRATED HIGH SCHOOL-SHS

Year: 2021

Day	AM						PM						Daily
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	Total (hours)
1	8:05	12:05					1:05	5:10					8.5
2	7:50	12:05				8	1:00	5:15					8.30
3	7:50	12:10					1:00	5:03					8.38
4													
5											-		
6	7:55	12:00					1:00	4:40					7.75
7	8:30	12:00					1:00	4:40		, , , , , , , , , , , , , , , , , , , ,			7.17
8												****	
9	8:10	12:00					12:59	4:55					7.76
10	8:20	12:00					1:00	5:00					7.67
11													
12													
13	8:30	12:00					1:00	4:40					7.17
14	7:55	12:00					12:58	4:40				1.00	7.75
15	8:50	12:01					1:00	4:50					7.01
16	8:10	12:01					1:05	5:00					7.85
17	7:50	12:10					1:00	5:03					8.38
18													
19													
20											,		
21											,		
22													
23													
24													
25													
26											<i>*************************************</i>		
27		-											
28													
29													
30													
31													
		***************************************	***************************************	***************************************		<u> </u>	L		L	GF	RAND T	ΟΤΔΙ	93.69

GRAND TOTAL 93.69

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).

MICHELLE G. ORDOVEZ
Signature of Part-tiroe Instructor

SHALOM GRACE C. SUGANO

Printed Name and Signature of Dept. Head

Vision: Mission: A globally competitive university for science, technology, and environmental conservation. Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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