



DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: Genoviva B. Gonzales
Department: DLABS

For the Month of: December
Year: 2021

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1	7:00					12:00	1:00					5:00	9
2	10:00					11:30	12:00					5:30	6
3													
4	SAT												
5	SUN												
6	7:30					12:00	1:00					5:00	9.5
7	9:30					12:00	1:00					4:00	6.5
8	H	O	L	I	D	A	Y	H	O	L	I	D	A Y
9	9:35					12:00	1:00					5:30	7.55
10	8:00					10:00							2
11	SAT												
12	SUN												
13	8:00					12:00	1:00					4:00	7
14	8:20					12:00	1:00					5:30	8.50
15	9:00					12:00							3
16													
17													
18	SAT												
19	SUN												
20													
21													
22													
23													
24													
25													
26													
27													
28													
29													
30													
31													
GRAND TOTAL													59.05
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).													



VISAYAS
STATE UNIVERSITY

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

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	JETT C. QUEBEC
Signature of Part-time Instructor	Printed Name and Signature of Dept. Head

Vision: A globally competitive university for science,
technology, and environmental conservation.

Mission: Development of a highly competitive human
resource, cutting-edge scientific knowledge
and innovative technologies for sustainable
communities and environment.

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