

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

Visca Baybay City, Leyte 6521-A, Philippines Phone/Fax: 565-0600 local 563-7323 Email Address: prpeo@vsu.edu.ph Website: www.vsu.edu.ph

## DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: KARREN LISTHERWAY C. ISAAC

For the Month of: FEBRUARY

Day	AM						PM						Daily
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	Total (hours)
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2		-											
3		-											
4									-				*
5													
6													
7	8:00	12:00					1:00	5:00					8
8	8:00	12:00					1:00	5:00		-			8
9													
10											*		
11								1		***************************************			
12													3
13													
14									***************************************				
15	8:00	12:00					1:00	5:00					8
16	8:00	12:00					1:00	5:30					8.5
17	8:00	12:00					1:00	5:00					8
18	8:00	12:00					1:00	5:00					8
19						***************************************							
20												-	
21	8:00	12:00					1:00	5:30					8.5
22	8:00	12:00					1:00	5:00					8
23	8:00	12:00					1:00	5:30	ź				8.5
24	8:00	12:00					1:00	5:00					8
25	8:00	12:00					1:00	5:00					8
26							***************************************						
27													
28	8:00	12:00					1:00	5:30					8.5
29									***************************************				
30	-								-				
31													
										GE	RAND T	OTAL	98

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

ELIZA D. ESPINOSA

Printed Name and Signature of Dept. Head