



ACCOMPLISHMENT REPORT

January 2022
(Period covered)

This is to certify that the undersigned Ms. Evelyn A. Albia worked as part-time instructor during the period covered and that I actually accomplished and delivered the expected/assigned outputs as shown below:

Specific Date/s	Activities/Outputs accomplished and delivered/submitted	Equivalent Points
January 10, 2022	Correct and return assessment/test papers to students. Attends to student queries	4hrs
January 11, 2022	Maintain class records, correct and return assessment/test papers to students. Attends to student queries	4hrs
January 12, 2022	Maintain class records, correct and return assessment/test papers to students. Attends to student queries	4hrs
January 13, 2022	Maintain class records, correct and return assessment/test papers to students. Attends to student queries	4hrs
January 14, 2022	Conduct final examinations Maintain class records, correct and return assessment/test papers to students. Attends to student queries	4hrs
January 17, 2022	Maintain class records, correct and return assessment/test papers to students. Attends to student queries	4hrs
January 18, 2022	Maintain class records, correct and return assessment/test papers to students. Attends to student queries	4hrs
January 19, 2022	Maintain class records, correct and return assessment/test papers to students. Attends to student queries	4hrs
January 20, 2022	Maintain class records, correct and return assessment/test papers to students. Attends to student queries	4hrs
January 21, 2022	Maintain class records, correct and return assessment/test papers to students. Attends to student queries	4hrs



January 24, 2022	Maintain class records, correct and return assessment/test papers to students. Attends to student queries	4hrs
January 25, 2022	Maintain class records, correct and return assessment/test papers to students. Attends to student queries	4hrs
January 26, 2022	Maintain class records, correct and return assessment/test papers to students. Attends to student queries	4hrs
January 27, 2022	Input grades in cumulus. Attends to student queries	4hrs
January 28, 2022	Submit grades and turn over class records to Department Head	4hrs
	TOTAL OUTPUT POINTS DELIVERED	60hrs

Total Points to be delivered during WFH (No. of days x 8 hrs) =

Less: Total Output Points accomplished/delivered = 60

Number of hours (undertime) ()

Submitted by:

Evelyn A. Albia

Name of Employee/Faculty

Recommending Approval:

Daniel C. Lor
Department Head

Approved:

Jannet C. Bencure
College Dean