



DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: ROSAL, MA. SHERLITA S.

For the Month of: NOVEMBER

Department: DEPARTMENT OF BIOLOGICAL SCIENCES (DBS)

Year: 2021

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1	HOLIDAY												
2	9:00	10:00	10:00	1:00			3:00	4:00					5
3	9:00	10:00	10:00	1:00			1:00	4:00					7
4	9:00	10:00	10:00	1:00			3:00	4:00					5
5	10:00	1:00					1:00	4:00					6
6	SATURDAY												
7	SUNDAY												
8	9:00	10:00	10:00	1:00			1:00	4:00					7
9	9:00	10:00	10:00	1:00			3:00	4:00					5
10	9:00	10:00	10:00	1:00			1:00	4:00					7
11	9:00	10:00	10:00	1:00			3:00	4:00					5
12	10:00	1:00					1:00	4:00					6
13	SATURDAY												
14	SUNDAY												
15	9:00	10:00	10:00	1:00			1:00	4:00					7
16	9:00	10:00	10:00	1:00			3:00	4:00					5
17	9:00	10:00	10:00	1:00			1:00	4:00					7
18	9:00	10:00	10:00	1:00			3:00	4:00					5
19	10:00	1:00					1:00	4:00					6
20	SATURDAY												
21	SUNDAY												
22	9:00	10:00	10:00	1:00			1:00	4:00					7
23	9:00	10:00	10:00	1:00			3:00	4:00					5
24	9:00	10:00	10:00	1:00			1:00	4:00					7
25	9:00	10:00	10:00	1:00			3:00	4:00					5
26	10:00	1:00					1:00	4:00					6
27	SATURDAY												
28	SUNDAY												
29	9:00	10:00	10:00	1:00			1:00	4:00					7
30	HOLIDAY												
31													
GRAND TOTAL													120

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

Printed Name and Signature of Dept. Head

