



DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: Justin Andrew S. Planco
Department: DLABS

For the Month of: October
Year: 2021

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1	WFH												1
2	Sat												
3	Sun												
4	WFH												9.49
5	WFH												6.66
6	WFH												6.83
7	WFH												3.83
8	WFH												1
9	Sat												
10	Sun												
11	WFH												9.49
12	WFH												6.66
13	WFH												6.66
14	WFH												5.83
15	WFH												1
16	Sat												
17	Sun												
18	8:30				12:00	1:00					5:00		8.5
19	8:30				12:00	1:00					3:30		7
20	Holiday												
21	8:30				12:00	1:00					3:30		7
22	9:00				11:00								2
23	Sat												
24	Sun												
25	WFH												7
26	WFH												6
27	WFH												6
28	WFH												4
29	WFH												1
30	Sat												
31	Sun												
GRAND TOTAL													106.95

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
	JETT C. QUEBEC