

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: RAYMOND R. UCARES

For the Month of: DECEMBER

Department: DEPARTMENT OF PURE AND APPLIED CHEMISTRY

Signature of Part-time Instructor

Year: 2022

Day	AM						PM						Daily
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	Total (hours)
1			10:00	1:00					4:00	7:00			6
2			10:00	1:00			1:00	4:00					6
3 4 5													
4	1				-								
			10:00	1:00			1:00	4:00					6
6			10:00	1:00			11:00	4:00	4:00	7:00			9 3
7			10:00	1100									3
8									0	0			
9			10:00	1200			1:00	4:00	4:00	7:00			6
10													
11													
12			10:00	1:00			1:00	4:00					6
13			10:00	1200			1100	4:00	4:00	7:00			9 3
14			10:00	1:00									
15			10:00	1:00					4:00	7:00			C
16			10:00	1:00			1200	4:00					6
17													
18													
19													
20													
21													
22													
23													
24													
25													
26				I was									
27													
28	1							1					
29												1	
30													
31													

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).

ELIZABETH S. QUEVEDO

GRAND TOTAL 66

Printed Name and Signature of Dept. Head





DEPARTMENT OF PURE AND APPLIED CHEMISTRY

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ACCOMPLISHMENT REPORT

[December 1-16, 2022]

- Conducted laboratory classes in Chem 120.1, Chem 140.1, Chem 132.2, Chem 132.3, and Chem 2.1.
- 2. Conducted online classes via Google Meet and VSU e-learning portal in ScTS 11c.
- Checked quizzes in Chem 120.1, Chem 140.1, Chem 132.2, Chem 132.3, Chem 2.1, and ScTS11c.
- Checked Laboratory Reports in Chem 120.1, Chem 140.1, Chem 132.2, Chem 132.3, and Chem 2.1.
- Checked Laboratory Journals in Chem 120.1, Chem 140.1, Chem 132.2, Chem 132.3, and Chem 2.1.
- Answered students' questions and clarifications for Chem 120.1, Chem 140.1, Chem 132.2, Chem 132.3, Chem 2.1, and ScTS11c.

Submitted by:

RAYMOND R. OCARES Name of Employee/Faculty

Recommending Approval:

ELIZABETH S. QUEVEDO

Head, DoPAC

Approved:

MA. THERESA P. LORETO Dean, CAS