



VISAYAS

STATE UNIVERSITY

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

Visca Baybay City, Leyte 6521-A, Philippines
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DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: JESSA R. CHIZON

For the Month

of: DECEMBER

Department: ECONOMICS

Year: 2021

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

GRAND TOTAL 136

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

MARIA HAZEL J. BENEZAS

Printed Name and Signature of Dept. Head

Vision:
Mission:

A globally competitive university for science, technology, and environmental conservation.
Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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VO 11-12-2021

No. 10F-2021-05