



VISAYAS
STATE UNIVERSITY



**INSTITUTE OF TROPICAL ECOLOGY
AND ENVIRONMENTAL MANAGEMENT**

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DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: MICHELLE P. WENCESLAO-BAJAN
Department: ITEEM

For the Month of: MARCH
Year: 2024

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1	10:00	13:00					13:00	16:00	17:00	18:00			7.0
2													
3													
4	08:30	10:00	10:00	11:30			16:00	17:00	17:00	18:00			5.0
5							13:00	16:00	17:00	18:00			4.0
6	07:00	10:00					16:00	19:00					6.0
7	08:30	10:00	10:00	11:30			13:00	16:00	16:00	17:00	17:00	18:00	8.0
8	10:00	13:00					13:00	16:00	17:00	18:00			7.0
9													
10							13:00	17:00					4.0
11	08:30	10:00	10:00	11:30			16:00	17:00	17:00	18:00			5.0
12							13:00	16:00	17:00	18:00			4.0
13	07:00	10:00					16:00	19:00					6.0
14	08:30	10:00	10:00	11:30			13:00	16:00	16:00	17:00	17:00	18:00	8.0
15	10:00	13:00					13:00	16:00	17:00	18:00			7.0
16													
17													
18	08:30	10:00	10:00	11:30			16:00	17:00	17:00	18:00			5.0
19							13:00	16:00	17:00	18:00			4.0
20	07:00	10:00					16:00	19:00					6.0
21	08:30	10:00	10:00	11:30			13:00	16:00	16:00	17:00	17:00	18:00	8.0
22	10:00	13:00					13:00	16:00	17:00	18:00			7.0
23													
24													
25	08:30	10:00	10:00	11:30			16:00	17:00	17:00	18:00			5.0
26							13:00	16:00	17:00	18:00			4.0
27	07:00	10:00					16:00	19:00					6.0
28													
29													
30													
31													

GRAND TOTAL 116

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]

Signature of Part-time Instructor

TEOFANES A. PATINDOL

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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