



DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: **AMPARO CHRISTINE A. MEJICA**

For the Month
of: **NOVEMBER**

Department: **OBS**

Year: **2021**

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

GRAND TOTAL 102

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: *[Signature]* Printed Name and Signature of Dept. Head: *ANALYN M. MAZO*



VISAYAS

STATE UNIVERSITY

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: **AMPARO CHRISTINE A. MEJICA** *SHS*
Department: **DBS**

For the Month of: **NOVEMBER**
of:
Year: **2021**

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

GRAND TOTAL 46

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: *[Signature]*
Printed Name and Signature of Dept. Head: *ANALYN M. MAZO*