

## 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: procolysu.edu.ph Website: www.vsu.edu.ph

## DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: GALENZOGA, FLORA MAE A.

Department: DLABS

For the Month of: NOVEMBER

Year: 2021

Da y	AM						PM						Daily
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	Total (hours)
1													1,,00,07
2	8:00					12:00	1:00					5:00	8
3	8:00					12:00	1:00					5:00	8
4	8:00					12:00	1:00			1		5:00	8
5													
6						-		-					
7				1									and the state of t
8	8:00	-				12:00	1:00				1	5:00	8
9	8:00					12:00	1:00		-			5:00	8
10	8:00					12:00	1:00					5:00	8
11	8:00					12:00	1:00					5:00	8
12													
13													
14													
15	8:00					12:00	1:00					5:00	8
16	8:00					12:00	1:00					5:00	8
17	8:00					12:00	1:00					5:00	8
18	8:00					12:00	1:00					5:00	8
19													
20													
21													
22	8:00					12:00	1:00					5:00	8
23	8:00					12:00	1:00					5:00	8
24	8:00					12:00	1:00					5:00	8
25	8:00					12:00	1:00					5:00	8
26													
27													
28											18 LET		1
29	8:00					12:00	1:00	100	100			5:00	8
30				-					**				100
31													
GRAND TOTAL										128			

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

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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