



DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: SHIELA MAE T. SARCO

For the Month of: OCTOBER

Department: AGRONOMY

Year: 2024

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1	7:00	8:30	8:30	10:00			1:00	2:30	5:30	7:00			6
2	Teacher's Day Celebration												
3	8:30	10:00					1:00	4:00	4:00	5:30			6
4	Convocation						1:00	2:30	5:30	7:00			3
5	Saturday												
6	8:00	12:00					1:00	4:00					7
7	8:30	10:00					1:00	4:00	4:00	5:30			6
8	7:00	8:30	8:30	10:00			1:00	2:30	5:30	7:00			6
9	7:00	10:00	10:00	1:00			1:00	4:00					9
10	8:30	10:00					1:00	4:00	4:00	5:30			6
11	7:00	8:30	8:30	10:00			1:00	2:30	5:30	7:00			6
12	Saturday												
13	Sunday												
14	8:30	10:00					1:00	4:00	4:00	5:30			6
15	7:00	8:30	8:30	10:00			1:00	2:30	5:30	7:00			6
16	7:00	10:00	10:00	1:00			1:00	4:00					9
17	8:30	10:00					1:00	4:00	4:00	5:30			6
18	7:00	8:00	8:00	9:00	11:00	12:00	1:00	2:00	Shortened Class				4
19	Saturday												
20	Sunday												
21	8:30	10:00					1:00	4:00	4:00	5:30			6
22	Class Suspended												
23	7:00	10:00	10:00	1:00			1:00	4:00					9
24	8:30	10:00					1:00	4:00	4:00	5:30			6
25	7:00	8:30	8:30	10:00			1:00	2:30	5:30	7:00			6
26	Saturday												
27	Sunday												
28	8:30	10:00					1:00	4:00	4:00	5:30			6
29	7:00	8:30	8:30	10:00			1:00	2:30	5:30	7:00			6
30	7:00	10:00	10:00	1:00			1:00	4:00					9
31	8:30	10:00					Class Suspended						1.5
GRAND TOTAL													135.5

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
	LUZ G. ASIO

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.

Page 1 of 1

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