



DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: MICHELLE P. WENCESLAO-BAJAN
Department: ITEEM

For the Month of: JANUARY
Year: 2024

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1													
2													
3													
4													
5													
6													
7													
8													
9													
10													
11													
12													
13													
14													
15	08:30	10:00	10:00	11:30			16:00	17:00	17:00	18:00			5.0
16							13:00	16:00	17:00	18:00			4.0
17	07:00	10:00					16:00	19:00					6.0
18	08:30	10:00	10:00	11:30			13:00	16:00	16:00	17:00	17:00	18:00	8.0
19	10:00	13:00					13:00	16:00	17:00	18:00			7.0
20													
21													
22	08:30	10:00	10:00	11:30			16:00	17:00	17:00	18:00			5.0
23							13:00	16:00	17:00	18:00			4.0
24	07:00	10:00					16:00	19:00					6.0
25	08:30	10:00	10:00	11:30			13:00	16:00	16:00	17:00	17:00	18:00	8.0
26	10:00	13:00					13:00	16:00	17:00	18:00			7.0
27													
28													
29	08:30	10:00	10:00	11:30			16:00	17:00	17:00	18:00			5.0
30							13:00	16:00	17:00	18:00			4.0
31	07:00	10:00					16:00	19:00					6.0
GRAND TOTAL													75.0

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	TEOFANES A. PATINDOL Printed Name and Signature of Dept. Head