



DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: ROBERT JAY C. CAINDOC



For the Month of: NOVEMBER 1-30

Department: Dept. of Business and Management

Year: 2021

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1	Holiday												
2	9:00	12:00					1:00	5:00					7
3	8:00	12:00					1:00	5:00					8
4	8:00	12:00					1:00	5:00					8
5	8:00	12:00					1:00	5:00					8
6	SATURDAY												
7	SUNDAY												
8	8:00	12:00					1:00	5:00					8
9	9:00	12:00					1:00	5:00					7
10	8:00	12:00					1:00	5:00					8
11	10:00	12:00					1:00	5:00					6
12	10:00	12:00					1:00	5:00					6
13	SATURDAY												
14	SUNDAY												
15	8:00	12:00					1:00	5:00					8
16	9:00	12:00					1:00	5:00					7
17	8:00	12:00					1:00	5:00					8
18	10:00	12:00					1:00	5:00					6
19	9:00	12:00					1:00	5:00					7
20	SATURDAY												
21	SUNDAY												
22	8:00	12:00					1:00	5:00					8
23	9:00	12:00					1:00	5:00					7
24	8:00	12:00					1:00	5:00					8
25	10:00	12:00					1:00	5:00					6
26	9:00	12:00					1:00	5:00					7
27	SATURDAY												
28	SUNDAY												
29	10:00	12:00					1:00	5:00					6
30	Holiday												
GRAND TOTAL													137

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