

PERSONNEL RECORDS AND PERFORMANCE EVALUATION OFFCE

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DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: ROBERT JAY C. CAINDOC

Department: Dept. of Business and Management

For the Month of: NOVEMBER 1-30

Year: 2021

Day	AM						PM						Daily
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	Total (hours)
1	Holida	Holiday											(110010
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	SATUR	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	SATUR	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							4					
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	SATURI	SATURDAY											
28	SUNDA	SUNDAY											
29	10:00	12:00					1:00	5:00					6
30	Holiday	/											
								1-					
							-			GR	RAND T	OTAL	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

ANGELITA L. PARADERO

Printed Name and Signature of Dept. Head