





DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: Rubie Jane M. Batis

For the Month of: January

Department: IHK

Year: 2022

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							1:00	5:00					4
11							1:00	5:00					4
12							1:00	5:00					4
13							1:00	5:00					4
14							1:00	5:00					4
15													
16													
17													
18													
19							1:00	5:00					4
20							1:00	5:00					4
21							1:00	5:00					4
22													
23													
24							1:00	5:00					4
25							1:00	5:00					4
26							1:00	5:00					4
27							1:00	5:00					4
28							1:00	5:00					4
29													
30													
31													
GRAND TOTAL													52
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.