



DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: MARY JOY B. RAYMUNDO
Department: ITEEM

For the Month of: DECEMBER
Year: 2023

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1	8:30	10:00	10:00	11:30			16:00	17:30					4.5
2													
3													
4	8:30	10:00	10:00	11:30			11:30	13:00	16:00	17:30			6.0
5	8:30	10:00	10:00	11:30			16:00	17:30					4.5
6													
7	8:30	10:00	10:00	11:30			11:30	13:00	16:00	17:30			6.0
8													
9													
10													
11	8:30	10:00	10:00	11:30			11:30	13:00	16:00	17:30			6.0
12	8:30	10:00	10:00	11:30			16:00	17:30					4.5
13													
14	8:30	10:00	10:00	11:30			11:30	13:00	16:00	17:30			6.0
15	8:30	10:00	10:00	11:30			16:00	17:30					4.5
16													
17													
18	8:30	10:00	10:00	11:30			11:30	13:00	16:00	17:30			6.0
19	8:30	10:00	10:00	11:30			16:00	17:30					4.5
20													
21													
22													
23													
24													
25													
26													
27													
28													
29													
30													
31													

GRAND TOTAL 52.5

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).

Mary Joy B. Raymundo

Signature of Part-time Instructor

TEOFANES A. PATINDOL

Printed Name and Signature of Dept. Head