



DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: MA. LORIE MAE M. ABASOLA

For the Month of: DECEMBER 1-24

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	8:00	12:00					1:00	5:00					8
2	8:00	12:00					1:00	5:00					8
3	8:00	12:00					1:00	5:00					8
4	SATURDAY												
5	SUNDAY												
6	8:00	12:00					1:00	5:00					8
7	8:00	12:00					1:00	5:00					8
8	HOLIDAY												
9	8:00	12:00					1:00	5:00					8
10	8:00	12:00					1:00	5:00					8
11	SATURDAY												
12	SUNDAY												
13	8:00	12:00					1:00	5:00					8
14	8:00	12:00					1:00	5:00					8
15	8:00	12:00					1:00	5:00					8
16	8:00	12:00					1:00	5:00					8
17	8:00	12:00					1:00	5:00					8
18	SATURDAY												
19	SUNDAY												
20	8:00	12:00					1:00	5:00					8
21	8:00	12:00					1:00	5:00					8
22	8:00	12:00					1:00	5:00					8
23	8:00	12:00					1:00	5:00					8
24	8:00	12:00					1:00	5:00					8
25	SATURDAY												
26	SUNDAY												
27													
28													
29													
30													
31													

GRAND TOTAL 136

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
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