



## DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: **LORRAINE CRISTY E. CENIZA**

Department: **ITEEM**

For the Month of: **NOVEMBER**

Year: **2022**

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1													
2													
3	7:00	10:00					1:00	5:30					7.5
4	8:30	2:30					4:00	5:30					7.5
5													
6													
7	8:30	2:30					4:00	5:30					7.5
8	7:00	10:00					1:00	5:30					7.5
9													
10	7:00	10:00					1:00	5:30					7.5
11	8:30	2:30					4:00	5:30					7.5
12													
13													
14	8:30	2:30					4:00	5:30					7.5
15	7:00	10:00					1:00	5:30					7.5
16													
17	7:00	10:00					1:00	5:30					7.5
18	8:30	2:30					4:00	5:30					7.5
19													
20													
21	8:30	2:30					4:00	5:30					7.5
22	7:00	10:00					1:00	5:30					7.5
23													
24	7:00	10:00					1:00	5:30					7.5
25	8:30	2:30					4:00	5:30					7.5
26													
27													
28	8:30	2:30					4:00	5:30					7.5
29	7:00	10:00					1:00	5:30					7.5
30													
31													

**GRAND TOTAL 120**

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

**ELIZA D. ESPINOSA**

Printed Name and Signature of Dept. Head