

DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: **Daniel Joseph T. Tan**
Department: **DLABS**

For the Month of: **January**
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	8:00	12:00											4.0
11	8:00	12:00											4.0
12	8:00	12:00											4.0
13	8:00	12:00											4.0
14	8:00	12:00											4.0
15													
16													
17	8:00	12:00											4.0
18	8:00	12:00											4.0
19	8:00	12:00											4.0
20	8:00	12:00											4.0
21	8:00	12:00											4.0
22													
23													
24	8:00	12:00											4.0
25	8:00	12:00											4.0
26	8:00	12:00											4.0
27	8:00	12:00											4.0
28	8:00	12:00											4.0
29													
30													
31													
GRAND TOTAL													60.0
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).													
							JETT C. QUEBEC						
Signature of Part-time Instructor							Printed Name and Signature of Dept. Head						