




DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: ESPERIDION, Hadassah A.
Department: DAEEEx

For the Month of: August
Year: 2021

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													
11													
12													
13													
14													
15													
16	8:00	12:00					1:00	5:15					8 hours
17	8:21	12:00					1:00	4:50					7.5 hrs
18	8:30	12:00					1:00	5:00					7.5 hrs
19	8:05	12:00					1:00	5:00					8 hours
20													
21													
22													
23	WFH	WFH					WFH	WFH	-8				
24	WFH	WFH					WFH	WFH	-8				
25	WFH	WFH					WFH	WFH	-8				
26	WFH	WFH					WFH	WFH	-8				
27	WFH	WFH					WFH	WFH	-8				
28													
29													
30	H	O	L	I	D	A	Y						
31	WFH	WFH					WFH	WFH	-5				
GRAND TOTAL													

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	KAREN LUZ P. YAP Printed Name and Signature of Dept. Head
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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.

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FM-PRO-01
v1 05-27-2020


No.



DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: ESPERIDION, Hadassah A.
Department: DAEEEx

For the Month of: September
Year: 2021

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1	WFH	WFH					WFH	WFH	- 8				
2	WFH	WFH					WFH	WFH	- 8				
3													
4													
5													
6	WFH	WFH					WFH	WFH	- 8				
7	WFH	WFH					WFH	WFH	- 8				
8	WFH	WFH					WFH	WFH	- 8				
9	WFH	WFH					WFH	WFH	- 8				
10													
11													
12													
13	WFH	WFH					WFH	WFH	- 8				
14	WFH	WFH					WFH	WFH	- 8				
15	WFH	WFH					WFH	WFH	- 8				
16	WFH	WFH					WFH	WFH	- 8				
17													
18													
19													
20	WFH	WFH					WFH	WFH	- 8				
21	WFH	WFH					WFH	WFH	- 8				
22	WFH	WFH					WFH	WFH	- 8				
23	WFH	WFH					WFH	WFH	- 8				
24													
25													
26													
27	WFH	WFH					WFH	WFH	- 8				
28	WFH	WFH					WFH	WFH	- 8				
29	WFH	WFH					WFH	WFH	- 8				
30	WFH	WFH					WFH	WFH	- 8				
31													
GRAND TOTAL													
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).													
							KAREN LUZ P. YAP						
Signature of Part-time Instructor							Printed Name and Signature of Dept. Head						

Vision:
Mission:


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DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: ESPERIDION, Hadassah A.
Department: DAEEEx

For the Month of: October
Year: 2021


Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1	WFH	WFH					WFH	WFH	-8				
2													
3													
4	WFH	WFH					WFH	WFH	-8				
5	WFH	WFH					WFH	WFH	-8				
6	WFH	WFH					WFH	WFH	-8				
7	WFH	WFH					WFH	WFH	-8				
8													
9													
10													
11	WFH	WFH					WFH	WFH	-8				
12	WFH	WFH					WFH	WFH	-8				
13	WFH	WFH					WFH	WFH	-8				
14	WFH	WFH					WFH	WFH	-8				
15													
16													
17													
18	8:00	12:00					1:00	5:00					
19	7:00	12:00					1:00	5:00					
20	H	O	L	I	D	A	Y						
21													
22													
23													
24													
25	7:00	12:00					1:00	5:00					
26	7:00	12:00					1:00	5:00					
27	7:40	12:00					1:00	5:00					
28	7:40	12:00					1:00	5:00					
29													
30													
31													
GRAND TOTAL													
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							KAREN LUZ P. YAP Printed Name and Signature of Dept. Head						



DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: ESPERIDION, Hadassah A.
Department: DAEEEx

For the Month of: November
Year: 2021

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1													
2													
3	7:00	12:00					1:00	5:00					
4	7:30	12:00					1:00	5:00					
5													
6													
7													
8	H	O	L	I	D	A	Y						
9	9:00	12:00					1:00	5:00					
10	8:10	12:00					1:00	5:00					
11	8:50	12:00					1:00	5:00					
12													
13													
14	7:30	12:00					1:00	5:00					
15	7:00	12:00					1:00	5:00					
16	7:00	12:00					1:00	5:00					
17	7:00	12:00					1:00	5:00					
18													
19	8:50	12:00					1:00	5:00					
20													
21													
22													
23	7:00	12:00					1:00	5:00					
24	7:00	12:00					1:00	5:00					
25	7:00	12:00					1:00	5:00					
26													
27													
28													
29	7:50	12:00					1:00	5:00					
30	H	O	L	I	D	A	Y						
31													
GRAND TOTAL													
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							KAREN LUZ P. YAP Printed Name and Signature of Dept. Head						


DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: ESPERIDION, Hadassah A.

For the Month of: December

Department: DAEE

Year: 2021

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1	7:00	12:00					1:00	5:00					
2	7:00	12:00					1:00	5:00					
3													
4													
5													
6	7:00	12:00					1:00	5:00					
7	7:30	12:00					1:00	5:00					
8													
9													
10													
11													
12													
13	7:00	12:00					1:00	5:00					
14	7:00	12:00					1:00	5:00					
15	7:00	12:00					1:00	5:00					
16	7:00	12:00					1:00	5:00					
17													
18													
19													
20	7:00	12:00					1:00	5:00					
21	7:00	12:00					1:00	5:00					
22	7:00	12:00					1:00	5:00					
23	7:00	12:00					1:00	5:00					
24													
25													
26													
27													
28													
29													
30													
31													
GRAND TOTAL													
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).													
							KAREN LUZ P. YAP, Ph. D.						
Signature of Part-time Instructor							Printed Name and Signature of Dept. Head						

Vision:
Mission:

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No.