

OFFICE OF THE HEAD OF RECRUITMENT, SELECTION, PLACEMENT AND PERSONNEL **RECORDS**

Visca Baybay City, Leyte 6521-A, Philippines Phone/Fax: 565-0600 local 563-7323 Email Address: prpe Website: www.vsu.edu.ph

DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: MARIA VENUS O. DULCE

For the Month

MAY

of:

Department: IHK

Year: 2022

Day	AM						PM						Daily
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	Total (hours
1													
2	7:00	10:00					1:00	5:00					7
3		HOLIDAY											
4	7:00	10:00					1:00	5:00					7
5	8:00	12:00					2:00	4:00					6
6													
7													
8						3							
9	ELECTION												
10	8:00	12:00					2:00	4:00					6
11	7:00	10:00					1:00	5:00					7
12	8:00	12:00					2:00	4:00					6
13													
14													
15													
16													
17	8:00	12:00					2:00	4:00					6
18	7:00	10:00					1:00	5:00					7
19	8:00	12:00					2:00	4:00					6
20													
21													
22													
23	7:00	10:00					1:00	5:00					7
24	8:00	12:00					2:00	4:00					6
25	7:00	10:00					1:00	5:00					7
26	8:00	12:00					2:00	4:00					6
27													
28													
29													
30	7:00	10:00					1:00	5:00					7
31	8:00	12:00					2:00	4:00					6
										GR	AND T	OTAL	97

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

CHARIS B. LÍMBO

Printed Name and Signature of Dept. Head

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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