



DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: MARIA ARIES O. POLIQUIT

For the Month of: JANUARY 1-28

Department: Dept. of Business and Management

Year: 2022

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1	SATURDAY						SATURDAY						
2	SUNDAY						SUNDAY						
3	WFH						WFH						8
4	WFH						WFH						8
5	WFH						WFH						8
6	WFH						WFH						8
7	WFH						WFH						8
8	SATURDAY						SATURDAY						
9	SUNDAY						SUNDAY						
10	WFH						WFH						8
11	WFH						WFH						8
12	WFH						WFH						8
13	WFH						WFH						8
14	WFH						WFH						8
15	SATURDAY						SATURDAY						
16	SUNDAY						SUNDAY						
17	WFH						WFH						8
18	WFH						WFH						8
19	WFH						WFH						8
20	WFH						WFH						8
21	WFH						WFH						8
22	SATURDAY						SATURDAY						
23	SUNDAY						SUNDAY						
24	WFH						WFH						8
25	WFH						WFH						8
26	WFH						WFH						8
27	WFH						WFH						8
28	WFH						WFH						8
29	SATURDAY						SATURDAY						
30	SUNDAY						SUNDAY						
31													
GRAND TOTAL													160

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