



## DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: Justin Andrew S. Planco

For the Month of: November

Department: DLABS (Senior High School Lead)

Year: 2021

Day	AM						PM						Daily Total (hours)
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	
1	Holiday												
2	8:30					9:30							1
3	7:00					8							1
4	8:30					9:30							1
5	WFH												1
6	Sat												
7	Sun												
8	Holiday												
9	9:00					10:00							1
10	7:00					8:00							1
11	8:00					9:00							1
12	7:00					8:00							1
13	Sat												
14	Sun												
15													
16	7:00					8:00							1
17	7:00					8:00							1
18	9:00					10:00							1
19	WFH												
20	Sat												
21	Sun												
22													
23	7:30					8:30							1
24	7:30					8:30							1
25	8:00					9:00							1
26	WFH												
27	Sat												
28	Sun												
29													
30	Holiday												
<b>GRAND TOTAL</b>												<b>16</b>	
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).													
							<b>JETT C. QUEBEC</b>						
Signature of Part-time Instructor							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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