





## DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: Windy Paula P. Into  
Department: DLABS

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	HOLIDAY												
2	8:00	12:00					1:00	4:00					7
3	8:00	12:00					1:00	4:00					7
4	8:30	12:00					1:00	5:30					7
5	8:00	12:00					1:00	5:30					7.5
6	SAT												
7	SUN												
8													
9	9:00	12:00					1:00	5:30					7.5
10	8:30	12:00					1:00	5:30					7
11	8:00	12:00					1:00	5:30					8.5
12	8:00	12:00					1:00	5:30					8.5
13	SAT												
14	SUN												
15	7:00	12:00					1:00	5:30					9.5
16	9:00	12:00					1:00	5:30					7.5
17	8:00	12:00					1:00	5:30					8.5
18	9:00	12:00					1:00	4:00					7.5
19	8:00	12:00					1:00	5:30					8.5
20	SAT												
21	SUN												
22	WFH												4.5
23	WFH												4.66
24	WFH												13.81
25	WFH												9
26	WFH												4.5
27	SAT												
28	SUN												
29													
30	HOLIDAY												
31	-----												
GRAND TOTAL													128.97

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	 JETT C. QUEBEC Printed Name and Signature of Dept. Head
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