

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: prpeo@vsu.edu.ph Website: www.vsu.edu.ph

DAILY TIME RECORD FOR PART-TIME INSTRUCTORS

Name: Windy Paula P. Into Department: DLARS

For the Month of: November

Year: 2021

Day	rtment: DLABS AM						PM						Daily
	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	ARR	DEP	Total (hours)
1	HOL	IDAY											
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			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				Manager as a state								
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						ļ					1	4.5
23	WFH								-		-		4.66
24	WFH							ļ	ļ		-	<u> </u>	13.81
25	WFH								ļ	-		-	9
26										-	-	-	4.5
27										-	-		-
28								1	-	-	-	-	-
29								-				-	-
30		LIDAY				_		1	-		-		-
31		-				-			<u> </u>		RAND		128.9

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).

JETT C. QUEBEC 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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