

Form 125A
University of Puerto Rico
Unit: RIO PIEDRAS



Time and Effort Report for Establishing Payroll Distribution

Employee Name _____		Social Security _____
Department/Faculty CIENCIAS NATURALES CIENCIAS DE CÓMPUTOS		Position: DOCENTE
Faculty () Professional () Non-Professional ()		Base Salary \$ _____
EFFORT REPORT PERIOD: Fall____ Spring____ Summer ____ Year ____		
Effective Date of Payroll Distribution: _____		
Multi-campus and/or Projects funded by campuses other than the home campus of the professor Yes ____ No ____		
<small>If the answer is "Yes" the form will require the signature of the supra-campus projects Directors. See section below.</small>		

SPONSORED ACCOUNTS			LEVEL OF EFFORT %	AMOUNT TO BE CHARGED TO ACCOUNT
CAMPUS OF THE ACCOUNT	ACCOUNT NUMBERS	COST CATEGORY/ MAJOR FUNCTION AND PROJECT TITLE		
COST SHARING				
UNIVERSITY FUNDS				
CAMPUS OF THE ACCOUNT	ACCOUNT NUMBERS	COST CATEGORY/ MAJOR FUNCTION AND PROJECT TITLE		
TOTAL COMPENSATION				

PAYMENTS PAID FOR OTHER WORK NOT INCLUDED IN THE BASE SALARY		
Account Numbers	Type of work performed	AMT. Paid
COMMENTS		

APPROVAL			
_____ Employee's signature	_____ Date	_____ _____ _____ _____ _____	_____ Date
_____ Home Department Approver	_____ Date	_____ Project Director(s) of the home campus of the faculty member	_____ Date

APPROVAL FROM SUPRA-CAMPUS PROJECTS DIRECTORS				
_____ Employee's signature	_____ Date	_____ _____ _____ _____ _____	_____ _____ _____ _____ _____	_____ _____ _____ _____ _____
		Campus of Project Director	Supra-Campus Project Director(s) from which the faculty receives compensation	_____ Date

FINANCE OFFICE USE ONLY	
Revised by: _____	Date: _____

Form 125A is to be complete by the above officials to estimate effort and compensation for the applicable period.