

署名(自署): \_\_\_\_\_ 連絡先: 内線等 \_\_\_\_\_ 090-2900-9871

| 日    | 曜日 | 勤務時間 |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       | 業務時間数 |       |    |       | 業務内容 (TA, RAの場合) |    |       |      |      |           |             |      |      |        |                          |                        |           |  |  |  |  |
|------|----|------|----|------|----|-------|----|-------|----|-------|----|-------|----|-------|----|-------|----|-------|----|-------|----|-------|-------|-------|----|-------|------------------|----|-------|------|------|-----------|-------------|------|------|--------|--------------------------|------------------------|-----------|--|--|--|--|
|      |    | 0 8時 | 30 | 0 9時 | 30 | 0 10時 | 30 | 0 11時 | 30 | 0 12時 | 30 | 0 13時 | 30 | 0 14時 | 30 | 0 15時 | 30 | 0 16時 | 30 | 0 17時 | 30 | 0 18時 | 30    | 0 19時 | 30 | 0 20時 |                  | 30 | 0 21時 | 30   | 1    | 2         | 3           | 4    |      |        |                          |                        |           |  |  |  |  |
| 1/1  | 水  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/2  | 木  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/3  | 金  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/4  | 土  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/5  | 日  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/6  | 月  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/7  | 火  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 1:00  | 0:00 | 0:00 | 0:00      | 情報リテラシ授業の準備 |      |      |        |                          |                        |           |  |  |  |  |
| 1/8  | 水  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 1:30  | 0:00 | 0:00 | 0:00      | 情報リテラシ授業の補助 |      |      |        |                          |                        |           |  |  |  |  |
| 1/9  | 木  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/10 | 金  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/11 | 土  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/12 | 日  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/13 | 月  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/14 | 火  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 1:00  | 0:00 | 0:00 | 0:00      | 情報リテラシ授業の準備 |      |      |        |                          |                        |           |  |  |  |  |
| 1/15 | 水  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 1:30  | 0:00 | 0:00 | 0:00      | 情報リテラシ授業の補助 |      |      |        |                          |                        |           |  |  |  |  |
| 1/16 | 木  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/17 | 金  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/18 | 土  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/19 | 日  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/20 | 月  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 5:00  | 0:00 | 0:00 | 0:00      | 情報リテラシ授業の準備 |      |      |        |                          |                        |           |  |  |  |  |
| 1/21 | 火  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 5:00  | 0:00 | 0:00 | 0:00      | 情報リテラシ授業の準備 |      |      |        |                          |                        |           |  |  |  |  |
| 1/22 | 水  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 1:30  | 0:00 | 0:00 | 0:00      | 情報リテラシ授業の補助 |      |      |        |                          |                        |           |  |  |  |  |
| 1/23 | 木  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/24 | 金  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/25 | 土  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/26 | 日  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/27 | 月  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/28 | 火  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/29 | 水  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 1:30  | 0:00 | 0:00 | 0:00      | 情報リテラシ授業の補助 |      |      |        |                          |                        |           |  |  |  |  |
| 1/30 | 木  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 1/31 | 金  |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    | 0:00  | 0:00 | 0:00 | 0:00      |             |      |      |        |                          |                        |           |  |  |  |  |
| 備考欄  |    |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    |       |      |      | 各時間小計(月)  |             |      |      | 経費区分   | 大分類                      | 予算詳細コード                | 単価 / 職員番号 |  |  |  |  |
|      |    |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    |       |      |      | 18:00     | 0:00        | 0:00 | 0:00 | 1      | 1111000000<br>1513001020 | ¥<br>2,000<br>19275030 |           |  |  |  |  |
|      |    |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    |       |      |      | 勤務時間報告時間数 |             |      |      |        |                          |                        |           |  |  |  |  |
|      |    |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    |       |      |      | 18:00     | -           | -    | -    |        |                          |                        |           |  |  |  |  |
|      |    |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    |       |      |      | 実質総時間数(月) |             |      |      | 18:00  |                          |                        |           |  |  |  |  |
|      |    |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    |       |      |      | 各額(月)     |             |      |      | 36,000 | 0                        | 0                      | 0         |  |  |  |  |
|      |    |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    |       |      |      | 総額(月)     |             |      |      | 36,000 | 3                        |                        |           |  |  |  |  |
|      |    |      |    |      |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |    |       |       |       |    |       |                  |    |       |      |      |           |             |      | 4    |        |                          |                        |           |  |  |  |  |

確認者:

所属  
氏名  
署名

1

情報理工学院  
教授 増原 英彦

2

3

4

上記のとおり勤務したことを確認致します。(必ず自署してください。)