NATIONAL SECURITY AGENCY/CENTRAL SECURITY SERVICE

INSPECTOR GENERAL

REPORT OF INVESTIGATION

4 Septemeber 2013

IV-13-0048

Time and Attendance

This is a PRIVILEGED DOCUMENT. Further dissemination of this report outside of the Office of Inspector General, NSA, is PROHIBITED without the approval of the Assistant Inspector General for Investigations.

Approved for Release by NSA on 05-01-2019, FOIA Case # 79204 (litigation)

(U) OFFICE OF THE INSPECTOR GENERAL

(U) Chartered by the NSA Director and by statute, the Office of the Inspector General conducts audits, investigations, inspections, and special studies. Its mission is to ensure the integrity, efficiency, and effectiveness of NSA operations, provide intelligence oversight, protect against fraud, waste, and mismanagement of resources by the Agency and its affiliates, and ensure that NSA activities comply with the law. The OIG also serves as an ombudsman, assisting NSA/CSS employees, civilian and military.

(U) AUDITS

(U) The audit function provides independent assessments of programs and organizations. Performance audits evaluate the effectiveness and efficiency of entities and programs and their internal controls. Financial audits determine the accuracy of the Agency's financial statements. All audits are conducted in accordance with standards established by the Comptroller General of the United States.

(U) INVESTIGATIONS

(U) The OIG administers a system for receiving complaints (including anonymous tips) about fraud, waste, and mismanagement. Investigations may be undertaken in response to those complaints, at the request of management, as the result of irregularities that surface during inspections and audits, or at the initiative of the Inspector General.

(U) INTELLIGENCE OVERSIGHT

(U) Intelligence oversight is designed to insure that Agency intelligence functions comply with federal law, executive orders, and DoD and NSA policies. The IO mission is grounded in Executive Order 12333, which establishes broad principles under which IC components must accomplish their missions.

(U) FIELD INSPECTIONS

(U) Inspections are organizational reviews that assess the effectiveness and efficiency of Agency components. The Field Inspections Division also partners with Inspectors General of the Service Cryptologic Elements and other IC entities to jointly inspect consolidated cryptologic facilities.

I. (U) SUMMARY

(b)(3)-P.L. 86-36
(b)(6)

(U//~~FOUO~~) On 8 February 2013, the Office of the Inspector General (OIG) received an allegation that [redacted] engaged in timesheet fraud by taking long lunches and coming into work later and leaving earlier than indicated on his timesheets. Further, it was alleged that [redacted] read non-work related material during work hours and often fell asleep at work.

(U//~~FOUO~~) The OIG investigation included interviews with [redacted], his supervisor, a coworker, and analysis of his timesheets, training records, and Access Control (AC) records from 9 February 2012 through 7 February 2013. Analysis of the data disclosed discrepancies supporting the conclusion that [redacted] worked fewer hours than he claimed. We found 129 negative discrepancies, totaling 112 hours. There were also two positive discrepancies, totaling 3.75 hours, wherein [redacted] was within NSA spaces longer than indicated on his timesheet. Of the negative discrepancies, 92 were the result of unaccounted for mid-day breaks and 37 were the result of arriving at work later or leaving earlier than indicated on his timesheets. We also found evidence to support the conclusion that [redacted] read non-work related material during work hours and fell asleep while on the job, despite being directed not to do so by his management.

(U//~~FOUO~~) The preponderance of the evidence supports the conclusion that [redacted] was aware of his obligation to provide accurate accounting of his duty time and that, during the period 9 February 2012 through 7 February 2013, knowingly submitted false and inaccurate timesheets, for a total shortfall to the Government of 108.25 hours (approximately $3,700), in violation of 5 C.F.R. §§ 2635.101(b)(1) and (5), 5 C.F.R § 2635.705(a) and the PMM, Chapter 360, § 1-3(a) and 2-7(a), Chapter 362, § 2-19(a), Chapter 363, § 6-7(a), and Chapter 366, § 2-1(K) and § 2-2(B). By ignoring his management's direction to cease sleeping on the job, [redacted] was insubordinate, in violation of the PMM, Chapter 366 § 2-1(L)

(U//~~FOUO~~) Copies of the OIG report will be forwarded to MR, Employee Relations, for action deemed appropriate and D23, the Office of General Counsel (Administrative Law) for information. A summary of the investigative findings will be forwarded to the Associate Directorate for Security and Counterintelligence (ADS&CI), Q234 (Special Actions), for information.

II. (U) BACKGROUND

(b)(3)-P.L. 86-36
(b)(6)

(U) Introduction

(b)(6)

(U//~~FOUO~~) [redacted] entered on duty on [redacted] He is a [redacted] and has worked as a [redacted] since the beginning of his employment at the Agency.

(U//~~FOUO~~) On 8 February 2013, the Office of the Inspector General (OIG) received an allegation that [redacted] had engaged in timecard fraud. Specifically, it was alleged that [redacted] took long lunches, came into work later and left earlier than indicated on his timesheets, read books during work hours and often fell asleep at work.

(U) Applicable Authorities

(U) The investigation looked at possible violations of the following authorities. See Appendix A for full citations.

— (U) 5 C.F.R. § 2635.101
Basic obligation of public service

— (U) 5 C.F.R. § 2635.705
Use of Official Time

— (U) NSA/CSS PMM, Chapter 360
Time and Attendance

— (U) NSA/CSS PMM, Chapter 362
Hours of Duty

— (U) NSA/CSS PMM, Chapter 363
Leave

— (U) NSA/CSS PMM, Chapter 366
General Principles for On-the-Job Conduct
Work Environment
Personnel and Security Standards

Doc ID: 6660930

III. (U) FINDINGS

(U//~~FOUO~~)Allegation 1: Did [redacted] knowingly submit false and inaccurate timesheets during the period of 9 February 2012 through 7 February 2013 in violation of 5 C.F.R. § 2635.101(b)(1) and (5), 5 C.F.R § 2635.705(a) and the PMM, Chapter 360, § 1-3(a) and 2-7(a), Chapter 362, § 2-19(a), Chapter 363, § 6-7(a), and Chapter 366, § 2-1(K) and § 2-2(B)?

*(U//~~FOUO~~) **CONCLUSION:** The preponderance of the evidence supports the conclusion that [redacted] who was aware of his obligation to provide accurate accounting of his duty time, knowingly submitted false and inaccurate timesheets during the period 9 February 2012 through 7 February 2013, for a total shortfall to the Government of 108.25 hours (approximately $3,700), in violation of 5 C.F.R. § 2635.101(b)(1) and (5), 5 C.F.R § 2635.705(a) and the PMM, Chapter 360, § 1-3(a) and 2-7(a), Chapter 362, § 2-19(a), Chapter 363, § 6-7(a), and Chapter 366, § 2-1(K) and § 2-2(B).*

(U) Evidence

(b)(3)-P.L. 86-36
(b)(6)

(U) Documentary Evidence

(U) Timekeeping Records

(U//~~FOUO~~) The OIG's analysis of [redacted] timesheets and AC records for 9 February 2012 to 7 February 2013 revealed 129 negative discrepancies totaling 112 hours wherein [redacted] took unaccounted for midday breaks, leaving AC several times per day on most days, or arrived at work later and left earlier than indicated on his timesheets. The initial analysis also revealed two positive discrepancies during this time period, totaling 3.75 hours, wherein [redacted] was within NSA spaces longer than indicated on his timesheet. The analysis of [redacted] timesheets and AC records is attached in Appendix B. Copies of [redacted] timesheets are attached in Appendix C. Associated AC records are attached in Appendix D.

(U) Training Records

(U//~~FOUO~~) [redacted] Training Profile was obtained and reviewed. The training profile did not disclose any training to account for the negative discrepancies.

(U) Testimonial Evidence

(U//~~FOUO~~) On 22 March 2013, [redacted] Chief, [redacted] was interviewed and provided the following sworn testimony:

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07841

(U//~~FOUO~~) [redacted] has been [redacted] supervisor since [redacted] when he began employment at the Agency. Soon after he began working in her office, [redacted] noticed that he was often out of the office longer than the standard 30 minute lunch period. Coworkers of [redacted] also shared concerns with [redacted] regarding his long lunches. Additionally, [redacted] supervisor, [redacted] told [redacted] that on several occasions she witnessed [redacted] sitting in his vehicle using his cell phone during work hours.

(U//~~FOUO~~) [redacted] was informed by [redacted] coworkers that he regularly left the office for up to a few hours at a time. [redacted] addressed this issue during two team meetings sometime prior to August 2012 where she explained the 30 minute lunch policy. [redacted] observed improvement in [redacted] work attendance after the team meeting; however, coworkers have continued to report that he still takes long mid-day breaks.

(U//~~FOUO~~) On 9 April 2013, [redacted] was interviewed and provided the following sworn testimony:

(U//~~FOUO~~) Prior to March 2013, when [redacted] supervisor, [redacted] reviewed the OIG's three month analysis with him, [redacted] took several breaks each day outside of access control. During most of the breaks, he walked outside to his vehicle to check his e-mail messages and make phone calls on his cell phone. [redacted] noted several reasons for taking multiple breaks each day outside of access control. He was not used to the "new environment" of working at NSA and not being able to bring his phone into the office and his [redacted] often sent him e-mail messages during the day. [redacted] chose to correspond with his [redacted] via e-mail and occasionally cell phone conversations because he did not want to discuss personal family matters in his office, where his desk is located in an open cubicle. He explained that at one point during the school year, his son's teacher sent him almost daily e-mails and the situation became very time consuming. [redacted] always advised his coworkers of his breaks; however, he did not advise management of his whereabouts. Therefore, he is unsure if his management was aware of all of his breaks. [redacted] did not document his breaks on his timesheet because he "thought that if [he] was on the property, [he] was fine," meaning if he did not leave NSA property, he did not have to accurately account for his breaks on his timesheets. Additionally, he "didn't think breaks were clocked or logged. As long as [his] work was done…[he] didn't think it was an issue."

(b)(3)-P.L. 86-36
(b)(6)

(b)(6)

(U//~~FOUO~~) [redacted] occasionally ran errands during breaks from work, including trips to Walmart and gas stations. He also took short walks outside during breaks. [redacted] was unable to quantify how often he ran errands or took walks. He estimated that approximately three times per week, he left work to pick up lunch at establishments such as Weis Market, Hardees, and Panera Bread. [redacted] explained that he ordered lunch to go and ate at his desk, while working. He did not eat his lunch at the restaurants. He estimated that he spent 30 minutes to one hour on each lunch trip.

(U//~~FOUO~~) [redacted] was aware of the 30 minute lunch policy for civilian employees; however, he "didn't think it was that strict," meaning if he left work to pick up lunch and the trip exceeded 30 minutes, he "didn't think it was an issue" and did not attempt to make up the time later in the pay period. [redacted] explained that he did not make a conscious effort to abuse the meal policy; however, he "kind of got lax" regarding the policy. No one advised [redacted] that it was permissible to take longer than 30 minutes for lunch breaks. He admitted that he made the assumption that as long as his work was completed, he could take a longer lunch break without making up the time. [redacted] acknowledged that this was a "pretty poor assumption" and his breaks were "excessive and too long."

(b)(6)

(U//~~FOUO~~) From the start of his employment in [redacted] to early 2013, [redacted] filled out his timesheet at the end of each pay period. When completing his timesheets, he attempted to recall all of his work hours for the entire pay period. He did not keep a record of his work schedule throughout the pay period. He admitted that by doing this, he occasionally forgot to enter his leave for the pay period. In early 2013, he began completing his timesheet once every couple of days and more recently, he began entering his time daily. He first increased the frequency of entering his time because several times he forgot to complete his timesheet by the due date, and errors on his timesheet were identified by [redacted] More recently, after [redacted] met with him to review the OIG three month analysis of his time, [redacted] began entering his time onto his timesheet on a daily basis. He received training on how to properly complete a timesheet during his new employee orientation in [redacted] He also received an unrecalled amount of messages regarding proper timesheet procedures from his organization throughout nineteen months as an NSA employee, but admitted the guidance went "in one ear and out the other."

(b)(3)-P.L. 86-36

(U//~~FOUO~~) [redacted] entered his start time on his timesheet as the time he walked through the front door of the building and entered his end time as the time he walked out of the building each day. He stated that he usually walked directly to his desk, although on occasion, he stopped at the kitchen area to drop off his lunch or made a visit to the restroom. He explained that he occasionally left work approximately ten minutes earlier than he claimed on his timesheet and did not attempt to make up the time later in the pay period.

(U//~~FOUO~~) At the conclusion of the interview, [redacted] was provided a copy of the analysis for review and possible mitigation. He was unable to provide any work related activities to mitigate the negative discrepancies.

(U//~~FOUO~~) On 27 June 2013, [redacted] was interviewed and provided the following sworn testimony:

(U//~~FOUO~~) [redacted] has worked on the same team as [redacted] since the beginning of his employment at the Agency in [redacted] Her desk is located in an open cubicle in the same room with [redacted] and therefore, she usually knows when he leaves his workspace. Because they are on the same team, [redacted] has worked one-on-one with

[redacted] on many projects. He "gets his work done" and contributes equally to team projects.

(b) (6)

(U//~~FOUO~~) [redacted] first became aware of [redacted] frequent and lengthy mid-day breaks shortly after his arrival in the office. [redacted] takes mid-day breaks a couple of times per week. On these days, he leaves the office several times per day including one long break in the afternoon for at least an hour. [redacted] mid-day breaks have been consistent since [redacted] The last time [redacted] noticed that [redacted] took a long mid-day break was within the last week. Within the last six months, [redacted] has occasionally made his coworkers aware of his breaks by informing them of his whereabouts. However, he does not do so on a regular basis and did not do so at all for approximately the first year of his employment.

(U//~~FOUO~~) [redacted] noticed [redacted] reading non-work related material during work hours in approximately mid to late 2012. She has not witnessed him reading non-work related material since late 2012. In the past four months [redacted] has been more engaged in his duties and with his coworkers.

(b)(3)-P.L. 86-36
(b)(6)

(b)(3)-P.L. 86-36

(U) Analysis and Conclusions

(U//~~FOUO~~) The OIG analysis revealed that [redacted] claimed 108.25 hours on his timesheets when, in fact, he was not performing his duties. The discrepancies include arriving at work later or leaving earlier than indicated on his timesheets, as well as unaccounted for mid-day breaks that were not approved by management. By placing false information on his timesheets, [redacted] was in violation of NSA/CSS PMM, Chapter 366, §2, 2-1(K) which prohibits employees from knowingly making or presenting a false or fraudulent claim and 2-2 (B), which prohibits employees from making deliberate misrepresentations, falsifications or omissions on any Agency document.

(U//~~FOUO~~) According to the NSA/CSS PMM, Chapter 360 § 2, 2-7(a), employees must ensure that all information relevant to their time and attendance is recorded accurately. [redacted] management reminded him of this requirement on at least two occasions throughout the period in question; however, he did not change his behavior.

(U//~~FOUO~~) NSA/CSS PMM, Chapter 363 § 6, 6- 7(a) requires that supervisors be kept informed of an employee's whereabouts at all times during the day. [redacted] failed to keep management apprised, and his excessive breaks were not authorized. In addition to various mid-day breaks for personal reasons, [redacted] acknowledged taking longer than 30 minutes for lunch approximately three times per week even after receiving additional guidance from his supervision regarding the 30 minute lunch policy. By his own admission, [redacted] was aware of the 30 minute lunch policy for civilian employees and acknowledged that he chose to disregard the policy. The spreadsheet reflects 162 occasions when [redacted] was outside of AC in excess of 30 minutes, and on 37 of those occasions he was outside of AC for an hour or more. Such breaks are not viewed as reasonable. NSA/CSS PMM Chapter 362 §2, 2-19, states

that the authorized meal period is 30 minutes. [redacted] was in violation of the policy on a regular basis.

(U//~~FOUO~~) [redacted] practice of completing his timesheet at the end of each pay period and failing to maintain a daily log of his work hours is a violation of NSA/CSS PMM, Chapter 360 § 1-3(a), which states that timesheets are to be maintained on a daily basis. Although [redacted] admitted to receiving guidance regarding correct timesheet practices during his new employee orientation in [redacted] he failed to adhere to the policy. Even after receiving multiple reminders from his supervision regarding proper timesheet practices, he did not abide by the policy. After [redacted] began entering his work hours on his timesheet every couple of days due to mistakes that were brought to his attention by management. It was only after his supervisor reviewed the OIG's initial three month analysis with him that he began entering his time on a daily basis.

(b)(6)

(U//~~FOUO~~) Under applicable legal standards, a person "knowingly" makes a false statement whenever he or she acts with knowledge of its falsity or acts with reckless disregard of whether the statement is true. The preponderance of the evidence supports the conclusion that [redacted] was aware of his obligation to provide accurate accounting of his duty time and that, during the period 9 February 2012 through 7 February 2013, he knowingly submitted false and inaccurate timesheets, for a total shortfall to the Government of 108.25 hours (approximately $3,700), in violation of 5 C.F.R. § 2635.101(b)(1) and (5); 5 C.F.R § 2635.705(a) and the PMM, Chapter 360, § 1-3(a) and 2-7(a), Chapter 362, § 2-19(a), Chapter 363 § 6, 6- 7(a), and Chapter 366, § 2-1(K).

(U//~~FOUO~~) Allegation 2: Was [redacted] insubordinate in failing to abide by his management's direction that he cease sleeping while on duty in violation of the PMM, Chapter 366, § 2-1(L)?

(U//~~FOUO~~) CONCLUSION: *The preponderance of the evidence supports the conclusion that [redacted] was insubordinate by failing to abide by his management's direction that he cease sleeping while on duty in the office in violation of the PMM, Chapter 366, § 2-1(L).*

(U) Evidence

(b)(3)-P.L. 86-36

(U) Documentary Evidence

(U) Memorandum for the Record

(U//~~FOUO~~) On 5 November 2012, [redacted] supervisor, [redacted] provided him with a Memorandum for the Record (MFR) regarding sleeping on duty. The MFR referenced a September 2012 verbal counseling session where [redacted] discussed with [redacted] the matter of him sleeping on duty at his desk and during meetings. The

MFR also addressed the issue of reading non-work related material while on duty. The MFR stated that [redacted] was serving his trial period at NSA and his employment could be terminated if his performance, conduct, or attendance did not meet acceptable standards. The MFR was drafted by Employee Relations (ER) and signed by [redacted] and [redacted] It is considered an informal memo between a supervisor and employee. The MFR is attached in Appendix D.

(U//~~FOUO~~) E-mail from [redacted]

(U//~~FOUO~~) On 9 November 2012, [redacted] sent an e-mail to all employees in [redacted] regarding engaging in non-work related activities during work hours. [redacted] asked her team to limit non-work related activities, such as reading books and using the internet for personal reasons, to lunch breaks. The e-mail is attached in Appendix E.

(U//~~FOUO~~) E-mail from [redacted]

(U//~~FOUO~~) On 6 December 2012, [redacted] sent an e-mail to employees in [redacted] which provided guidance on office policies and procedures. Recipients were advised that reading for pleasure should only occur during 30 minute lunch breaks. Additionally, [redacted] advised employees to ask for additional work if needed. The e-mail is attached in Appendix F.

(b)(3)-P.L. 86-36

(b)(3)-P.L. 86-36
(b)(6)

(U) Testimonial Evidence

(U//~~FOUO~~) [redacted] provided the following sworn testimony:

(U//~~FOUO~~) Coworkers of [redacted] shared concerns with [redacted] regarding his tendency to fall asleep at his desk and during meetings. Additionally, [redacted] supervisor, [redacted] told [redacted] that on several occasions she witnessed [redacted] sleeping during meetings.

(U//~~FOUO~~) [redacted] first spoke with [redacted] regarding sleeping during work hours within his first few months of his employment. He told her that he experienced difficulty staying awake due to not having many responsibilities at work and once he received more responsibilities, he would no longer fall asleep at work. He denied having any medical conditions that caused him to fall asleep. As [redacted] became acquainted with the office procedures, he was given additional duties, yet he continued to fall asleep during work hours. [redacted] was informed by [redacted] coworkers that he continued to sleep at his desk and at meetings. [redacted] also personally witnessed [redacted] sleeping during meetings on multiple occasions.

(U//~~FOUO~~) On 6 September 2012, [redacted] verbally counseled [redacted] regarding sleeping on the job and reading non-work related material on the intranet during work hours. She explained that sleeping at work was unacceptable and there was a possibility that he could lose his job if his performance did not improve. [redacted] explained that the cause of his drowsiness was that he was still adjusting to the new environment of the office. He told [redacted] that he would begin drinking energy drinks to assist him in

staying awake. [redacted] advised [redacted] that reading non-work related material should be restricted to his lunch period and that he should ask for additional work if needed. [redacted] agreed to limit his time reading non-work related material and to cease sleeping during work hours.

(U//~~FOUO~~) During the first three weeks after the verbal counseling session, [redacted] time spent reading non-work related material on the intranet and sleeping during work hours decreased. However, after a few weeks, [redacted] noticed that, although his use of the intranet for non-work related reading had decreased, he had begun reading non-work related books at his desk during work hours.

(U//~~FOUO~~) In late October or early November 2012, [redacted] informed her management, [redacted] and [redacted] of her concerns regarding [redacted] conduct. They advised her to contact ER for assistance. An ER representative discussed the situation with [redacted] and drafted an MFR to present to [redacted].

(b)(3)-P.L. 86-36

(U//~~FOUO~~) On 5 November 2012, [redacted] presented [redacted] with the MFR (Appendix E) regarding sleeping on duty and reading non-work related material during work hours. The MFR referenced the September 2012 verbal counseling session wherein [redacted] addressed [redacted] sleeping on duty and reading non-work related material during work hours. [redacted] signed the MFR, which stated he was expected to "conduct [himself] in a responsible and professional manner at work, to include staying awake during duty hours and limiting personal reading to [his] lunch period." Since the MFR was reviewed and signed by [redacted], his sleeping at work has decreased; however it has not ceased. He has stopped reading books during work hours.

(b)(3)-P.L. 86-36
(b)(6)

(U//~~FOUO~~) [redacted] provided the following sworn testimony:

(U//~~FOUO~~) [redacted] has experienced difficulty staying awake at work. He attributed his drowsiness to [redacted] irregular sleep schedule and the environment at NSA being so different from his last employment. [redacted] explained that when he was employed by [redacted] the office environment was very busy; there were windows, people moving about, and lots of activity and noise. Due to the lack of activity in his current office, [redacted] was "dozing off" at this desk and in meetings. He also explained that his last employer permitted him to bring his cell phone into work and he did not have to physically take a break outside to use it. [redacted] was unable to estimate how long he usually slept when he "dozed off" at work. He denied having any medical issue that would cause him to sleep at work. After a verbal counseling session with his manager regarding this issue, he began taking walks outside and reading books in an effort to "keep [his] brain active" and stay awake. [redacted] stated that sleeping at work was part of the "adjustment period," which he admitted took "way longer than [he] wanted...". However, he believes he is now "starting to adjust" and he has been drinking green tea and energy drinks to stay awake at work.

(b)(6)

(U//~~FOUO~~) Sometime between [redacted] when [redacted] began employment with the Agency, and the end of 2012, he began reading books and non-work related material in the office, in an effort to remain awake while "waiting for something to process" on his computer. He acknowledged that he often left his book open on his desk, so others may have thought he was reading more often. [redacted] estimated that he spent more than five minutes, but less than one hour, per day reading books at his desk. He stopped this activity in November 2012, when he received an MFR from his supervisor. [redacted] did not ask his supervisor for more work because the only work in his office was computer related, and if he was "waiting for something to process" on the computer, there was no additional work-related activity to complete.

(U//~~FOUO~~) [redacted] provided the following sworn testimony:

(U//~~FOUO~~) Within the first couple of months of his employment, [redacted] began sleeping in the office and at meetings on a regular basis. [redacted] first became aware that he was sleeping in the office because she could hear him snoring and witnessed him sleeping in meetings. Neither [redacted] nor any of [redacted] other coworkers addressed the matter with him. [redacted] and other coworkers brought the issue to the attention of their supervisor, [redacted] on approximately three occasions during summer 2012. Since late winter 2013, [redacted] sleeping in the office has decreased, but has not ceased. The last time [redacted] noticed [redacted] sleeping during duty hours was within the last month [prior to this interview, which occurred on 27 June 2013].

(U//~~FOUO~~) Occasionally, in completing their daily tasks, individuals within the office [redacted] During that time, they are unable to work on anything online; however, they can use that time to review other work.

(U//~~FOUO~~) [redacted] noticed [redacted] reading non-work related material during work hours in approximately mid to late 2012. She has not witnessed him reading non-work related material since late 2012. In the past four months [redacted] has been more engaged in his duties and with his coworkers.

(b) (3)-P.L. 86-36

(b) (3)-P.L. 86-36
(b) (6)

(U) Analysis and Conclusions

(U//~~FOUO~~) [redacted] acknowledged falling asleep during duty hours. In an attempt to stay awake, [redacted] began reading non-work related material during duty hours. [redacted] was counseled regarding sleeping and reading non-work related material during duty hours on at least two occasions, yet he continued to do so. Not only was he verbally counseled to stop sleeping and reading non-work related material during duty hours, he received and signed an MFR that warned him of the possibility his employment would be terminated if these behaviors did not stop. After receiving the MFR, [redacted] stopped reading non-work related material; however he continued to sleep during work hours. According to the PMM, Chapter 366, § 2-1(L), employees will respect Agency rules, regulations, and supervisory authority and comply

Doc ID: 6660930

with authoritative instructions from supervisors and/or individuals in leadership positions… By ignoring his management's repeated requests that he cease sleeping during duty hours, [redacted] was in violation of this policy. The preponderance of the evidence supports the conclusion that [redacted] was insubordinate, in violation of the PMM, Chapter 366, § 2-1(L), when he continued to sleep while on duty after repeated direction from his management to cease this activity.

(b)(3)-P.L. 86-36
(b)(6)

Release: 2019-04
NSA:07849

IV. (U) RESPONSE TO TENTATIVE CONCLUSION

(U//~~FOUO~~) [redacted] was provided the tentative conclusion and responded via e-mail with the following statement: "I would like to say on my behalf that I although I never had any intentions on violating any policies my actions reflected otherwise. I deeply regret these actions and have been taking steps to correct these issue since they were been brought to my attention by management, before our initial meeting/interview. As I stated in the interview I will gladly repay the debt I owe and am hoping an arrangement can be made. My actions are not a reflection on the quality of my work as I have and will continue to meet and try to exceed, the needs of the customers and my team. I appreciate the opportunity to respond to inquiry and hopefully can and will be allowed to continue to show improvement and make the necessary changes in the areas addressed by management." [redacted] e-mail response to the tentative conclusion is attached in Appendix G.

(U//~~FOUO~~) [redacted] response was considered; however, because it did not include any new information, it did not affect the stated conclusion.

(b)(3)-P.L. 86-36
(b)(6)

VI. (U) CONCLUSION

(U//~~FOUO~~) The preponderance of the evidence supports the conclusion that [redacted] was aware of his obligation to provide accurate accounting of his duty time and that, during the period 9 February 2012 through 7 February 2013, [redacted] knowingly submitted false and inaccurate timesheets, for a total shortfall to the Government of 109.25 hours (approximately $3,700), in violation of 5 C.F.R. § 2635.101(b)(1) and (5), 5 C.F.R § 2635.705(a) and the PMM, Chapter 360, § 1-3(a) and 2-7(a), Chapter 362, § 2-19(a), Chapter 363 § 6, 6- 7(a), and Chapter 366, § 2-1(K) and § 2-2(B). By failing to abide by his management's direction to cease sleeping on the job, [redacted] was insubordinate, in violation of the PMM, Chapter 366 § 2-1(L).

(b)(3)-P.L. 86-36
(b)(6)

Doc ID: 6660930

VII. (U) DISTRIBUTION OF RESULTS

(U//~~FOUO~~) A copy of this report of investigation will be provided to:

A: MR, Employee Relations, for action deemed appropriate and

B: D23, Office of General Counsel (Administrative Law), for information

(U//~~FOUO~~) A summary of the investigative findings will be provided to ADS&CI, Q234 (Special Actions), for information.

Investigator

Concurred by:

(b)(3)-P.L. 86-36

Assistant Inspector General
for
Investigations

Release: 2019-04
NSA:07852

APPENDIX A

(U) Applicable Authorities

Release: 2019-04
NSA:07853

(U) 5 C.F.R. § 2635.101, Code of Ethics for Government Service, — *Basic Obligation of Public Service*

(b) (1) Public service is a public trust, requiring employees to place loyalty to the Constitution, the laws and ethical principles above private gain.

…(5) Employees shall put honest effort in the performance of their duties.

(U) 5 C.F.R. § 2635.705, Code of Ethics for Government Service, — *Use of Official Time*

(a) Use of an employee's own time. Unless authorized in accordance with law or regulations to use such time for other purposes, an employee shall use official time in an honest effort to perform official duties. An employee not under a leave system, including a Presidential appointee exempted under 5 U.S.C. 6301 (2), has an obligation to expend an honest effort and a reasonable proportion of his time in the performance of official duties.

(U) NSA/CSS PMM 30-2, Chapter 360 — *Time and Attendance*

Section 1-3 — (U) *Policy:*

All NSA/CSS civilian personnel receive compensation based on federal law. The Comptroller General of the United States determines the procedures that govern the administration of timesheets for civilian employees. To ensure full compliance with these procedures, the Agency has established the following policies:

(a) Timesheets are maintained on a daily basis; …

…(e) Timesheet fraud is a federal crime and must be reported to the Inspector General.

Section 2-7 — (U) *Responsibilities*:

Employees:

(a) Ensure that all information relevant to their time and attendance is recorded accurately….

(U) NSA/CSS PMM, Chapter 362—*Hours of Duty*

Section 2-19 — (U) Meal Periods

(a) The regular authorized meal period is 30 minutes. Meal periods, when the employee is entirely free of duty in connection with his or her job, may not be considered duty time and must be scheduled outside the hours established for the daily hours of duty. Meal periods must be scheduled as close to the middle of the daily work hours as possible. (A shift 0815-1645 includes 8 hours of duty and 30 minutes free time for a meal.)

(U) NSA/CSS PMM, Chapter 363—*Leave*

Section 6-7(a) — (U) Brief Periods of Absences and Tardiness

Ordinarily, tardiness and unavoidable or necessary absences from duty of less than one hour may be excused by the supervisor, on an individual basis, for adequate reasons without charge to leave. The use of such authority will be limited to excusing brief absences (after reporting for duty) required by situations which could not have been anticipated by the employee, and tardiness (absence from work at the beginning of the workday) when caused by circumstances beyond the employee's control. Supervisor must be kept informed as to an employee's whereabouts at all times during the workday…

(U) NSA/CSS PMM, Chapter 366—*Personal Conduct*

Section 2.1 — (U) Work Environment:

Employees will not engage in any conduct that creates a hostile work environment and/or interferes with an individual's work performance.

…K. False Statements – Employees will not knowingly make or present a false or fraudulent or claim; enter into an agreement or conspiracy to defraud the Government by obtaining or aiding in the payment or allowance of a false or fraudulent claim; or, knowingly and willfully falsify or conceal a material fact by a trick, scheme, or device.

…L. Insubordination - Employees will respect Agency rules, regulations, and supervisory authority and comply with authoritative instructions from supervisors and/or individuals in leadership positions (to include carrying out work assignments in a timely manner).

Section 2-2 — (U) Personnel Security Requirements

Employees granted access to classified information and Sensitive Compartmented Information must be stable; trustworthy; reliable; of excellent character, judgement, and discretion; and of unquestioned loyalty to the United States. Any conduct, including off-duty conduct, that brings into question these character traits may be cause for appropriate security action and in some cases administrative action. The following illustrations are provided as examples and are not inclusive:

…B. Deliberate misrepresentations, falsifications, or omission of material facts in any Agency document;

Release: 2019-04
NSA:07856

APPENDIX B

(U) Analysis

Release: 2019-04
NSA:07857

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
2/9/12		8:22:11	[redacted]										
2/9/12		10:27:18											
2/9/12		10:40:52		0:13									
2/9/12		12:42:12											
2/9/12		12:50:25		0:08									
2/9/12		14:05:31											
2/9/12		14:16:07		0:10									
2/9/12		16:41:14			8:49:16			8:19:16	8:00				
2/10/12	Fri	8:05:36											
2/10/12		12:06:51											
2/10/12		12:32:21		0:25									
2/10/12		14:01:38											
2/10/12		14:21:20		0:19									
2/10/12		15:26:07											
2/10/12		15:46:49		0:20									
2/10/12		16:27:08			8:21:32	1:05:54		6:45:38	8:00	-1.00	0.50	-0.50	.5 credit for lunch
2/13/12	Mon	11:38:03											
2/13/12		16:33:42			4:55:39			4:25:39	5:00	-0.50		-0.50	
2/14/12	Tue	7:54:01											
2/14/12		10:00:06											
2/14/12		10:02:32		0:02									
2/14/12		10:09:54											
2/14/12		10:24:39		0:14									
2/14/12		12:30:44											
2/14/12		12:46:28		0:15									
2/14/12		14:10:06											
2/14/12		14:21:25		0:11									
2/14/12		16:22:32			8:28:31			7:58:31	8:00	0.00		0.00	
2/15/12	Wed	7:45:31											
2/15/12		10:11:45											
2/15/12		10:37:00		0:25									
2/15/12		12:37:36											
2/15/12		13:29:05		0:51									
2/15/12		16:19:17			8:33:46	1:16:44		6:47:02	8:00	-1.00	0.50	-0.50	.5 credit for lunch
2/16/12	Thu	8:01:41											
2/16/12		8:08:30											
2/16/12		8:16:41		0:08									

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07858

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
2/16/12		9:59:04	[redacted]										
2/16/12		10:07:39		0:08									
2/16/12		12:04:45											
2/16/12		12:15:20		0:10									
2/16/12		14:05:12											
2/16/12		14:15:15		0:10									
2/16/12		16:32:46			8:31:05			8:01:05	8:00	0.00		0.00	
2/17/12	Fri	7:59:44											
2/17/12		8:11:14											
2/17/12		8:31:43		0:20									
2/17/12		10:07:33											
2/17/12		10:18:49		0:11									
2/17/12		12:42:46											
2/17/12		13:30:04		0:47									
2/17/12		14:17:32											
2/17/12		14:26:13		0:08									
2/17/12		16:29:19			8:29:35	1:27:44		6:31:51	8:00	-1.25	0.50	-0.75	.5 credit for lunch
2/21/12	Tue	7:47:46											
2/21/12		9:58:00											
2/21/12		10:12:17		0:14									
2/21/12		13:05:09											
2/21/12		13:16:59		0:11									
2/21/12		14:11:39											
2/21/12		14:20:07		0:08									
2/21/12		14:20:13											
2/21/12		16:15:28			8:27:42			7:57:42	8:00	0.00		0.00	
2/22/12	Wed	7:47:35											
2/22/12		9:14:38											
2/22/12		9:33:01		0:18									
2/22/12		11:39:36											
2/22/12		11:55:02		0:15									
2/22/12		14:06:25											
2/22/12		14:15:31		0:09									
2/22/12		16:16:55			8:29:20			7:59:20	8:00	0.00		0.00	
2/23/12	Thu	8:11:43											
2/23/12		8:26:55		0:15									
2/23/12		10:35:09											
2/23/12		10:35:38		0:00									

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20280601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07859

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
2/23/12		10:38:45	[redacted]										
2/23/12		10:53:03		0:14									
2/23/12		11:44:23											
2/23/12		12:11:11		0:26									
2/23/12		14:27:55											
2/23/12		14:37:39		0:09									
2/23/12		15:57:05			7:45:22	1:06:31		6:08:51	8:00	-1.75		-1.75	
2/24/12	Fri	7:49:28											
2/24/12		7:55:09											
2/24/12		8:29:53		0:34									
2/24/12		9:56:58											
2/24/12		10:15:30		0:18									
2/24/12		12:49:10											
2/24/12		13:25:34		0:36									
2/24/12		16:06:23			8:16:55	1:29:40		6:17:15	8:00	-1.50	0.50	-1.00	.5 credit for lunch
2/27/12	Mon	7:50:19											
2/27/12		10:29:24											
2/27/12		10:45:21		0:15									
2/27/12		13:05:39											
2/27/12		13:20:38		0:14									
2/27/12		16:21:43			8:31:24			8:01:24	8:00	0.00		0.00	
2/28/12	Tue	8:09:12											
2/28/12		10:47:48											
2/28/12		11:04:27		0:16									
2/28/12		12:50:13											
2/28/12		13:25:25		0:35									
2/28/12		16:34:53			8:25:41			7:55:41	8:00	0.00		0.00	
2/29/12	Wed	10:38:27											
2/29/12		14:08:03											
2/29/12		14:19:16		0:11									
2/29/12		16:33:44			5:55:17			5:25:17	6:00	-0.50		-0.50	
3/1/12	Thu	7:54:17											
3/1/12		10:05:27											
3/1/12		10:22:41		0:17									
3/1/12		14:18:45											
3/1/12		14:34:43		0:15									
3/1/12		16:21:12			8:26:55			7:56:55	8:00	0.00		0.00	

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07860

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
3/2/12	Fri	7:49:09	[redacted]										
3/2/12		7:57:41											
3/2/12		8:25:45		0:28									
3/2/12		11:30:38											
3/2/12		11:59:20		0:28									
3/2/12		12:44:23											
3/2/12		13:33:24		0:49									
3/2/12		16:07:33			8:18:24	1:45:47		6:02:37	8:00	-1.75	0.50	-1.25	.5 credit for lunch
3/7/12	Wed	7:43:04											
3/7/12		10:43:24											
3/7/12		10:54:10		0:10									
3/7/12		13:48:42											
3/7/12		14:11:18		0:22									
3/7/12		16:07:33			8:24:29			7:54:29	8:00	0.00		0.00	
3/8/12	Thu	7:55:44											
3/8/12		9:58:56											
3/8/12		10:23:09		0:24									
3/8/12		12:02:32											
3/8/12		12:20:01		0:17									
3/8/12		12:20:06											
3/8/12		13:56:27											
3/8/12		14:12:49		0:16									
3/8/12		16:05:42			8:09:58			7:39:58	8:00	-0.25		-0.25	
3/9/12	Fri	7:54:57											
3/9/12		8:29:04											
3/9/12		8:55:31		0:26									
3/9/12		11:21:20											
3/9/12		12:45:05											
3/9/12		14:20:05		1:35									
3/9/12		16:19:10			8:24:13	2:01:27		5:52:46	8:00	-2.00	0.50	-1.50	.5 credit for lunch
3/12/12	Mon	7:56:14											
3/12/12		10:00:09											
3/12/12		10:27:15		0:27									
3/12/12		12:33:03											
3/12/12		13:54:35		1:21									
3/12/12		16:11:47			8:15:33	1:48:38		5:56:55	8:00	-2.00	0.50	-1.50	.5 credit for lunch

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07861

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
3/13/12	Tue	7:51:39	[redacted]										
3/13/12		9:44:42											
3/13/12		10:21:32		0:36									
3/13/12		12:46:33											
3/13/12		13:29:20		0:42									
3/13/12		14:17:39											
3/13/12		14:25:20		0:07									
3/13/12		15:55:17			8:03:38	1:27:18		6:06:20	8:00	-1.75	0.50	-1.25	.5 credit for lunch
3/14/12	Wed	7:51:41											
3/14/12		10:22:03											
3/14/12		12:19:23											
3/14/12		12:48:30		0:29									
3/14/12		13:53:53											
3/14/12		14:09:27		0:15									
3/14/12		15:51:37			7:59:56			7:29:56	8:00	-0.50		-0.50	
3/15/12	Thu	7:24:28											
3/15/12		9:56:07											
3/15/12		10:21:50		0:25									
3/15/12		12:05:36											
3/15/12		12:19:05		0:13									
3/15/12		14:29:48											
3/15/12		14:45:25		0:15									
3/15/12		15:52:30			8:28:02			7:58:02	8:00	0.00		0.00	
3/16/12	Fri	7:34:32											
3/16/12		9:40:50											
3/16/12		10:07:34		0:26									
3/16/12		14:01:33											
3/16/12		14:21:01		0:19									
3/16/12		15:47:32			8:13:00			7:43:00	8:00	-0.25		-0.25	
3/19/12	Mon	7:26:59											
3/19/12		10:54:11											
3/19/12		11:08:11		0:14									
3/19/12		12:46:16											
3/19/12		13:50:57		1:04									
3/19/12		16:02:58			8:35:59	1:18:41		6:47:18	8:00	-1.00	0.50	-0.50	.5 credit for lunch
3/20/12	Tue	7:46:56											
3/20/12		7:55:00											

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07862

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
3/20/12		8:11:48	[redacted]	0:16									
3/20/12		10:56:13											
3/20/12		11:17:55		0:21									
3/20/12		13:18:02											
3/20/12		13:24:29		0:06									
3/20/12		14:10:48											
3/20/12		14:38:23		0:27									
3/20/12		15:45:06											
3/20/12		16:12:22		0:27									
3/20/12		16:15:32			8:28:36	1:39:48		6:18:48	8:00	-1.50	0.50	-1.00	.5 credit for lunch
3/21/12	Wed	7:48:29											
3/21/12		10:02:25											
3/21/12		10:19:59		0:17									
3/21/12		12:30:19											
3/21/12		13:07:18		0:36									
3/21/12		16:14:45			8:26:16			7:56:16	8:00	0.00		0.00	
3/22/12	Thu	7:35:33											
3/22/12		9:44:33											
3/22/12		10:07:23		0:22									
3/22/12		11:45:53											
3/22/12		12:02:12		0:16									
3/22/12		12:45:56											
3/22/12		13:43:56		0:58									
3/22/12		16:05:36			8:30:03	1:37:09		6:22:54	8:00	-1.50	0.50	-1.00	.5 credit for lunch
3/23/12	Fri	7:37:24											
3/23/12		11:01:08											
3/23/12		11:19:33		0:18									
3/23/12		12:29:21											
3/23/12		13:04:19		0:34									
3/23/12		14:36:46											
3/23/12		14:49:49		0:13									
3/23/12		16:03:42			8:26:18	1:06:26		6:49:52	8:00	-1.00	0.50	-0.50	.5 credit for lunch
3/26/12	Mon	7:30:45											
3/26/12		7:45:45											
3/26/12		8:07:34		0:21									
3/26/12		11:05:14											
3/26/12		11:28:39		0:23									
3/26/12		12:40:48											

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07863

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
3/26/12		13:13:35	[redacted]	0:32									
3/26/12		14:02:56											
3/26/12		14:25:33		0:22									
3/26/12		16:02:00			8:31:15	1:40:38		6:20:37	8:00	-1.50	0.50	-1.00	.5 credit for lunch
3/27/12	Tue	7:34:31											
3/27/12		10:31:27											
3/27/12		10:53:36		0:22									
3/27/12		12:21:38											
3/27/12		13:14:37		0:52									
3/27/12		16:01:47			8:27:16	1:15:08		6:42:08	8:00	-1.25	0.50	-0.75	.5 credit for lunch
3/28/12	Wed	7:31:48											
3/28/12		10:46:59											
3/28/12		11:01:33		0:14									
3/28/12		12:41:21											
3/28/12		13:11:44		0:30									
3/28/12		14:18:04											
3/28/12		14:31:11		0:13									
3/28/12		16:03:34			8:31:46			8:01:46	8:00	0.00		0.00	
3/29/12	Thu	7:39:50											
3/29/12		9:57:24											
3/29/12		10:23:34		0:26									
3/29/12		12:38:34											
3/29/12		13:02:12		0:23									
3/29/12		13:58:47											
3/29/12		14:18:23		0:19									
3/29/12		16:02:39			8:22:49	1:09:24		6:43:25	8:00	-1.25	0.50	-0.75	.5 credit for lunch
3/30/12	Fri	7:29:30											
3/30/12		7:35:27											
3/30/12		7:52:24		0:16									
3/30/12		10:00:30											
3/30/12		10:40:09		0:39									
3/30/12		11:57:33											
3/30/12		12:37:04		0:39									
3/30/12		14:17:42											
3/30/12		14:33:44		0:16									
3/30/12		16:01:33			8:32:03	1:52:09		6:09:54	8:00	-1.75	0.50	-1.25	.5 credit for lunch
4/2/12	Mon	7:09:23											

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20280601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07864

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
4/2/12		10:26:06	[redacted]										
4/2/12		10:43:40		0:17									
4/2/12		12:25:55											
4/2/12		13:15:57		0:50									
4/2/12		14:08:43											
4/2/12		14:16:32		0:07									
4/2/12		15:40:28			8:31:05	1:15:25		6:45:40	8:00	-1.00	0.50	-0.50	.5 credit for lunch
4/3/12	Tue	11:17:11											
4/3/12		11:57:55											
4/3/12		12:07:54		0:09									
4/3/12		12:29:04											
4/3/12		12:35:33		0:06									
4/3/12		12:38:03											
4/3/12		12:40:26											
4/3/12		12:42:46		0:02									
4/3/12		12:42:55		0:00									
4/3/12		12:46:05		0:03									
4/3/12		13:57:24											
4/3/12		14:12:23		0:14									
4/3/12		16:04:04			4:46:53	0:06:29		4:16:53	5:00	-0.50		-0.50	
4/4/12	Wed	7:29:47											
4/4/12		9:43:19											
4/4/12		10:12:33		0:29									
4/4/12		11:27:12											
4/4/12		11:55:47		0:28									
4/4/12		12:08:11											
4/4/12		12:43:16		0:35									
4/4/12		12:45:26											
4/4/12		13:02:13		0:16									
4/4/12		14:52:01											
4/4/12		15:29:28		0:37									
4/4/12		16:04:27			8:34:40	2:27:08		5:37:32	8:00	-2.25	0.50	-1.75	.5 credit for lunch
4/6/12	Fri	7:30:14											
4/6/12		10:07:15											
4/6/12		10:33:37		0:26									
4/6/12		12:40:51											
4/6/12		13:05:56		0:25									
4/6/12		14:26:23											
4/6/12		14:46:48		0:20									

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07865

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
4/6/12		15:50:49	[redacted]		8:20:35	1:11:52		6:38:43	8:00	-1.25	0.50	-0.75	.5 credit for lunch
4/10/12	Tue	7:33:35											
4/10/12		10:50:09											
4/10/12		11:17:51		0:27									
4/10/12		14:35:25											
4/10/12		14:58:58		0:23									
4/10/12		15:59:38			8:26:03			7:56:03	8:00	0.00		0.00	
4/11/12	Wed	8:01:30											
4/11/12		9:59:02											
4/11/12		10:29:00		0:29									
4/11/12		14:21:27											
4/11/12		14:41:56		0:20									
4/11/12		16:07:43			8:06:13			7:36:13	8:00	-0.25		-0.25	
4/12/12	Thu	7:34:22											
4/12/12		10:00:17											
4/12/12		10:38:24		0:38									
4/12/12		11:23:22											
4/12/12		11:38:35		0:15									
4/12/12		12:27:17											
4/12/12		13:11:55		0:44									
4/12/12		15:59:15			8:24:53	1:37:58		6:16:55	8:00	-1.50	0.50	-1.00	.5 credit for lunch
4/13/12	Fri	7:38:21											
4/13/12		7:38:38											
4/13/12		7:56:35											
4/13/12		8:06:47		0:10									
4/13/12		11:22:47											
4/13/12		11:43:06		0:20									
4/13/12		12:28:51											
4/13/12		13:23:26		0:54									
4/13/12		15:58:43			8:20:22	1:25:06		6:25:16	8:00	-1.50	0.50	-1.00	.5 credit for lunch
4/16/12	Mon	8:40:31											
4/16/12		10:58:30											
4/16/12		11:08:15		0:09									
4/16/12		12:28:47											
4/16/12		13:29:25		1:00									
4/16/12		13:38:08											
4/16/12		13:43:11		0:05									

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07866

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
4/16/12		16:03:01	[redacted]		7:22:30	1:15:26		5:37:04	8:00	-2.25	0.50	-1.75	.5 credit for lunch
4/17/12	Tue	7:39:03											
4/17/12		9:31:47											
4/17/12		10:04:39		0:32									
4/17/12		12:38:31											
4/17/12		13:07:16		0:28									
4/17/12		13:47:30											
4/17/12		14:04:53		0:17									
4/17/12		16:02:28			8:23:25	1:19:00		6:34:25	8:00	-1.25	0.50	-0.75	.5 credit for lunch
4/18/12	Wed	7:49:21											
4/18/12		10:31:02											
4/18/12		10:43:09		0:12									
4/18/12		12:39:53											
4/18/12		13:12:37		0:32									
4/18/12		16:02:31			8:13:10			7:43:10	8:00	-0.25		-0.25	
4/19/12	Thu	7:45:51											
4/19/12		8:25:41											
4/19/12		8:30:11		0:04									
4/19/12		10:46:00											
4/19/12		11:05:04		0:19									
4/19/12		12:55:51											
4/19/12		13:44:11		0:48									
4/19/12		16:02:26			8:16:35	1:11:54		6:34:41	8:00	-1.25	0.50	-0.75	.5 credit for lunch
4/20/12	Fri	7:49:12											
4/20/12		9:55:06											
4/20/12		10:04:27		0:09									
4/20/12		12:28:00											
4/20/12		13:20:56		0:52									
4/20/12		15:36:59			7:47:47	1:02:17		6:15:30	8:00	-1.50		-1.50	
4/23/12	Mon	7:42:25											
4/23/12		9:58:55											
4/23/12		10:26:11		0:27									
4/23/12		12:43:01											
4/23/12		13:28:23		0:45									
4/23/12		15:50:43			8:08:18	1:12:38		6:25:40	8:00	-1.50		-1.50	
4/24/12	Tue	7:39:54											

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07867

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
4/24/12		11:33:48	[redacted]										
4/24/12		12:00:34		0:26									
4/24/12		12:51:33											
4/24/12		13:22:43		0:31									
4/24/12		16:00:40			8:20:46			7:50:46	8:00	0.00		0.00	
4/25/12	Wed	7:40:20											
4/25/12		12:32:26											
4/25/12		13:16:58		0:44									
4/25/12		14:00:34											
4/25/12		14:23:22		0:22									
4/25/12		15:51:01			8:10:41	1:07:20		6:33:21	8:00	-1.25	0.50	-0.75	.5 credit for lunch
4/26/12	Thu	7:46:23											
4/26/12		13:34:35											
4/26/12		13:55:10		0:20									
4/26/12		16:08:06			8:21:43			7:51:43	8:00	0.00		0.00	
4/27/12	Fri	7:47:48											
4/27/12		12:46:46											
4/27/12		13:13:20		0:26									
4/27/12		17:33:04			9:45:16			9:15:16	9:30	0.00		0.00	
4/30/12	Mon	7:49:29											
4/30/12		12:32:18											
4/30/12		13:04:37		0:32									
4/30/12		14:26:53											
4/30/12		14:50:33		0:23									
4/30/12		15:53:23			8:03:54			7:33:54	8:00	-0.25		-0.25	
5/1/12	Tue	11:40:47											
5/1/12		11:52:30											
5/1/12		11:57:38		0:05									
5/1/12		13:05:14											
5/1/12		13:27:33		0:22									
5/1/12		14:06:49											
5/1/12		14:29:37		0:22									
5/1/12		16:13:38			4:32:51			4:02:51	5:00	-0.75		-0.75	
5/2/12	Wed	7:50:21											
5/2/12		10:04:16											
5/2/12		10:13:29		0:09									

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07868

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
5/2/12		11:23:51	[redacted]										
5/2/12		13:22:18		1:58									
5/2/12		13:24:36											
5/2/12		13:34:35		0:09									
5/2/12		16:02:39			8:12:18	2:17:39		5:24:39	8:00	-2.50	0.50	-2.00	.5 credit for lunch
5/3/12	Thu	8:00:55											
5/3/12		9:59:50											
5/3/12		10:15:11		0:15									
5/3/12		12:47:54											
5/3/12		13:25:34		0:37									
5/3/12		16:17:35			8:16:40			7:46:40	8:00	0.00		0.00	
5/4/12	Fri	8:15:42											
5/4/12		9:55:58											
5/4/12		10:23:12		0:27									
5/4/12		12:40:18											
5/4/12		13:38:15		0:57									
5/4/12		16:18:24			8:02:42	1:25:11		6:07:31	8:00	-1.75	0.50	-1.25	.5 credit for lunch
5/7/12	Mon	7:52:37											
5/7/12		10:40:30											
5/7/12		11:04:12		0:23									
5/7/12		12:53:53											
5/7/12		13:34:25		0:40									
5/7/12		16:08:21			8:15:44	1:04:14		6:41:30	8:00	-1.25	0.50	-0.75	.5 credit for lunch
5/8/12	Tue	7:58:54											
5/8/12		12:38:07											
5/8/12		13:20:34		0:42									
5/8/12		13:59:37											
5/8/12		14:04:22		0:04									
5/8/12		16:31:03			8:32:09			8:02:09	8:00	0.00		0.00	
5/9/12	Wed	7:54:00											
5/9/12		10:34:27											
5/9/12		10:48:47		0:14									
5/9/12		13:01:01											
5/9/12		13:31:31		0:30									
5/9/12		16:12:28			8:18:28			7:48:28	8:00	0.00		0.00	
5/10/12	Thu	7:50:22											

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07869

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
5/10/12		12:52:16	[redacted]										
5/10/12		13:24:51		0:32									
5/10/12		16:23:32			8:33:10			8:03:10	8:00	0.00		0.00	
5/11/12	Fri	7:47:47											
5/11/12		12:30:00											
5/11/12		13:10:05		0:40									
5/11/12		14:01:17											
5/11/12		14:10:39		0:09									
5/11/12		15:31:23			7:43:36			7:13:36	8:00	-0.75		-0.75	
5/14/12	Mon	8:09:26											
5/14/12		10:11:01											
5/14/12		10:22:08		0:11									
5/14/12		12:28:43											
5/14/12		13:20:50		0:52									
5/14/12		16:59:08			8:49:42	1:03:14		7:16:28	9:00	-1.50	0.50	-1.00	.5 credit for lunch
5/15/12	Tue	8:34:41											
5/15/12		12:48:59											
5/15/12		13:27:11		0:38									
5/15/12		14:07:25											
5/15/12		14:13:12		0:05									
5/15/12		17:01:27			8:26:46			7:56:46	8:30	-0.50		-0.50	
5/16/12	Wed	7:52:14											
5/16/12		12:35:28											
5/16/12		13:11:37		0:36									
5/16/12		17:03:15			9:11:01			8:41:01	9:00	-0.25		-0.25	
5/17/12	Thu	7:57:14											
5/17/12		10:22:32											
5/17/12		10:43:46		0:21									
5/17/12		12:53:47											
5/17/12		14:03:53		1:10									
5/17/12		16:29:08			8:31:54	1:31:20		6:30:34	8:00	-1.25	0.50	-0.75	.5 credit for lunch
5/18/12	Fri	8:09:58											
5/18/12		14:24:41											
5/18/12		14:38:57		0:14									
5/18/12		16:17:52			8:07:54			7:37:54	8:00	-0.25		-0.25	

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20280601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07870

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
5/21/12	Mon	10:50:44	[redacted]										
5/21/12		12:38:11											
5/21/12		12:59:07		0:20	2:08:23			1:38:23	6:00	-4.25	4.25	0.00	Error: No Exit
5/22/12	Tue	8:21:19											
5/22/12		13:16:00											
5/22/12		16:53:46			8:32:27			8:02:27	8:00	0.00		0.00	
5/23/12	Wed	7:41:13											
5/23/12		13:06:44											
5/23/12		13:07:10		0:00									
5/23/12		13:55:48		0:48									
5/23/12		16:27:46			8:46:33			8:16:33	8:00	0.25	-0.25	0.00	Took 48 min mid-day break
5/24/12	Thu	8:01:19											
5/24/12		11:11:32											
5/24/12		11:55:12		0:43									
5/24/12		16:02:51			8:01:32			7:31:32	8:00	-0.25		-0.25	
5/25/12	Fri	7:09:13											
5/25/12		7:21:01											
5/25/12		7:50:43		0:29									
5/25/12		13:26:53			6:17:40		Y	6:17:40	6:15	0.00		0.00	ıed no lunch but took a 29 min mid-day
5/29/12	Tue	8:01:04											
5/29/12		12:34:36											
5/29/12		13:24:03		0:49									
5/29/12		16:13:29			8:12:25			7:42:25	8:00	-0.25		-0.25	
5/30/12	Wed	8:00:37											
5/30/12		13:37:30											
5/30/12		14:01:48		0:24									
5/30/12		16:25:26			8:24:49			7:54:49	8:00	0.00		0.00	
5/31/12	Thu	7:53:00											
5/31/12		12:21:35											
5/31/12		13:07:33		0:45									
5/31/12		16:13:54			8:20:54			7:50:54	8:00	0.00		0.00	
6/1/12	Fri	7:46:41											
6/1/12		7:56:57											
6/1/12		8:28:08		0:31									

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07871

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
6/1/12		13:46:40	[redacted]		5:59:59		Y	5:59:59	6:00	0.00		0.00	ıed no lunch but took a 29 min mid-day
6/4/12	Mon	7:55:28											
6/4/12		8:36:28											
6/4/12		8:41:56		0:05									
6/4/12		10:36:30											
6/4/12		10:58:09		0:21									
6/4/12		13:24:49											
6/4/12		13:57:18		0:32									
6/4/12		16:11:44			8:16:16			7:46:16	8:00	0.00		0.00	
6/5/12	Tue	7:52:11											
6/5/12		10:54:00											
6/5/12		11:09:27		0:15									
6/5/12		13:22:03											
6/5/12		13:59:45		0:37									
6/5/12		16:25:30			8:33:19			8:03:19	8:00	0.00		0.00	
6/7/12	Thu	8:22:06											
6/7/12		10:02:20											
6/7/12		10:21:11		0:18									
6/7/12		11:50:52											
6/7/12		13:09:58		1:19									
6/7/12		16:05:10			7:43:04	1:37:57		5:35:07	8:00	-2.25	0.50	-1.75	.5 credit for lunch
6/8/12	Fri	7:50:47											
6/8/12		12:55:17			5:04:30		Y	5:04:30	5:30	-0.25		-0.25	
6/13/12	Wed	8:06:32											
6/13/12		8:42:26											
6/13/12		8:48:45		0:06									
6/13/12		12:59:56											
6/13/12		13:37:19		0:37									
6/13/12		16:32:06			8:25:34			7:55:34	8:00	0.00		0.00	
6/14/12	Thu	8:03:45											
6/14/12		10:05:42											
6/14/12		10:31:32		0:25									
6/14/12		13:17:18											
6/14/12		13:45:42		0:28									
6/14/12		16:02:55			7:59:10			7:29:10	8:00	-0.50		-0.50	

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07872

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
6/15/12	Fri	8:25:43	[redacted]										
6/15/12		10:16:28											
6/15/12		10:25:40		0:09									
6/15/12		12:30:31											
6/15/12		13:43:49		1:13									
6/15/12		13:48:43											
6/15/12		13:53:09		0:04									
6/15/12		16:56:22			8:30:39	1:26:56		6:33:43	8:00	-1.25	0.50	-0.75	.5 credit for lunch
6/18/12	Mon	8:11:11											
6/18/12		9:57:42											
6/18/12		10:35:02		0:37									
6/18/12		12:38:10											
6/18/12		13:07:15		0:29									
6/18/12		14:25:55											
6/18/12		14:49:06		0:23									
6/18/12		16:32:06			8:20:55	1:29:36		6:21:19	8:00	-1.50	0.50	-1.00	.5 credit for lunch
6/19/12	Tue	8:02:17											
6/19/12		10:14:20											
6/19/12		10:35:51		0:21									
6/19/12		12:35:07											
6/19/12		13:13:12		0:38									
6/19/12		16:32:54			8:30:37			8:00:37	8:00	0.00		0.00	
6/20/12	Wed	8:09:44											
6/20/12		10:32:07											
6/20/12		10:56:15		0:24									
6/20/12		12:36:44											
6/20/12		13:09:10		0:32									
6/20/12		16:02:38			7:52:54			7:22:54	8:00	-0.50		-0.50	
6/21/12	Thu	8:06:14											
6/21/12		10:00:48											
6/21/12		10:34:34		0:33									
6/21/12		12:48:14											
6/21/12		13:16:42		0:28									
6/21/12		16:20:09			8:13:55	1:02:14		6:41:41	8:00	-1.25	0.50	-0.75	.5 credit for lunch
6/22/12	Fri	8:05:21											
6/22/12		11:04:08											
6/22/12		11:27:28		0:23									

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07873

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
6/22/12		13:16:42	[redacted]										
6/22/12		13:42:06		0:25									
6/22/12		16:14:19			8:08:58			7:38:58	8:00	-0.25		-0.25	
6/25/12	Mon	8:11:57											
6/25/12		12:43:48											
6/25/12		13:07:05		0:23									
6/25/12		16:50:31			8:38:34			8:08:34	8:00	0.00		0.00	
6/27/12	Wed	8:00:24											
6/27/12		11:37:26											
6/27/12		12:10:15		0:32									
6/27/12		16:32:07			8:31:43			8:01:43	8:00	0.00		0.00	
6/28/12	Thu	7:58:09											
6/28/12		12:37:06											
6/28/12		13:03:15		0:26									
6/28/12		16:26:51			8:28:42			7:58:42	8:00	0.00		0.00	
6/29/12	Fri	8:03:14											
6/29/12		10:17:31											
6/29/12		10:41:34		0:24									
6/29/12		12:33:57											
6/29/12		13:47:15		1:13									
6/29/12		16:27:49			8:24:35			7:54:35	8:00	0.00		0.00	
7/2/12	Mon	7:57:59											
7/2/12		12:39:10											
7/2/12		13:13:44		0:34									
7/2/12		16:23:34			8:25:35			7:55:35	8:00	0.00		0.00	
7/3/12	Tue	7:13:20											
7/3/12		13:12:35			5:59:15		Y	5:59:15	6:00	0.00		0.00	
7/5/12	Thu	10:56:34											
7/5/12		13:04:14											
7/5/12		13:30:58		0:26									
7/5/12		16:31:20			5:34:46			5:04:46	6:00	-0.75		-0.75	
7/6/12	Fri	7:48:50											
7/6/12		12:32:21											
7/6/12		13:35:20		1:02									

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07874

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
7/6/12		16:14:14	[redacted]		8:25:24	1:02:59		6:52:25	8:00	-1.00	0.50	-0.50	.5 credit for lunch
7/9/12	Mon	8:06:40											
7/9/12		13:11:42											
7/9/12		13:50:36		0:38									
7/9/12		16:32:20			8:25:40			7:55:40	8:00	0.00		0.00	
7/10/12	Tue	8:47:36											
7/10/12		13:54:27			5:06:51		Y	5:06:51	5:00	0.00		0.00	
7/12/12	Thu	7:57:29											
7/12/12		12:41:37											
7/12/12		12:41:49		0:00									
7/12/12		12:42:41											
7/12/12		13:19:37		0:36									
7/12/12		16:33:13			8:35:44			8:05:44	8:00	0.00		0.00	
7/16/12	Mon	10:51:09											
7/16/12		13:53:21											
7/16/12		13:59:41		0:06									
7/16/12		14:34:35											
7/16/12		14:40:46		0:06									
7/16/12		17:03:42			6:12:33		Y	6:12:33	6:00	0.00		0.00	
7/17/12	Tue	8:03:24											
7/17/12		10:00:11											
7/17/12		10:27:55		0:27									
7/17/12		13:13:38											
7/17/12		13:57:19		0:43									
7/17/12		16:34:00			8:30:36	1:11:25		6:49:11	8:00	-1.00	0.50	-0.50	.5 credit for lunch
7/18/12	Wed	7:57:57											
7/18/12		10:12:26											
7/18/12		10:32:15		0:19									
7/18/12		13:30:35											
7/18/12		14:05:35		0:35									
7/18/12		16:27:18			8:29:21			7:59:21	8:00	0.00		0.00	
7/19/12	Thu	7:51:16											
7/19/12		9:59:20											
7/19/12		10:36:19		0:36									
7/19/12		13:31:37											

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07875

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
7/19/12		14:05:33	[redacted]	0:33									
7/19/12		16:24:48			8:33:32	1:10:55		6:52:37	8:00	-1.00	0.50	-0.50	.5 credit for lunch
7/24/12	Tue	8:08:18											
7/24/12		10:14:54											
7/24/12		10:31:13		0:16									
7/24/12		13:07:44											
7/24/12		13:46:05		0:38									
7/24/12		16:31:56			8:23:38			7:53:38	8:00	0.00		0.00	
7/25/12	Wed	8:10:52											
7/25/12		13:04:31											
7/25/12		13:49:37		0:45									
7/25/12		16:38:34			8:27:42			7:57:42	8:00	0.00		0.00	
7/26/12	Thu	8:22:35											
7/26/12		13:02:30											
7/26/12		13:36:17		0:33									
7/26/12		16:57:17			8:34:42			8:04:42	8:00	0.00		0.00	
7/30/12	Mon	8:17:33											
7/30/12		13:02:47											
7/30/12		13:55:24		0:52									
7/30/12		16:49:26			8:31:53			8:01:53	8:00	0.00		0.00	
7/31/12	Tue	8:21:52											
7/31/12		13:18:48											
7/31/12		13:56:22		0:37									
7/31/12		16:52:43			8:30:51			8:00:51	8:00	0.00		0.00	
8/7/12	Tue	8:10:30											
8/7/12		13:13:00											
8/7/12		13:49:10		0:36									
8/7/12		16:33:15			8:22:45			7:52:45	8:00	0.00		0.00	
8/8/12	Wed	8:15:36											
8/8/12		13:09:34											
8/8/12		13:49:11		0:39									
8/8/12		16:31:14			8:15:38			7:45:38	8:00	0.00		0.00	
8/9/12	Thu	8:11:04											
8/9/12		13:05:27											

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07876

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
8/9/12		13:42:42	[redacted]	0:37									
8/9/12		16:38:28			8:27:24			7:57:24	8:00	0.00		0.00	
8/10/12	Fri	8:21:48											
8/10/12		11:59:06											
8/10/12		12:31:54		0:32									
8/10/12		14:54:58											
8/10/12		15:13:51		0:18									
8/10/12		16:50:44			8:28:56			7:58:56	8:00	0.00		0.00	
8/13/12	Mon	8:14:39											
8/13/12		13:11:33											
8/13/12		13:48:36		0:37									
8/13/12		16:37:54			8:23:15			7:53:15	8:00	0.00		0.00	
8/14/12	Tue	8:36:12											
8/14/12		13:04:59											
8/14/12		13:44:57		0:39	5:08:45			4:38:45	8:00	-3.25	3.25	0.00	Error: No Exit
8/15/12	Wed	8:14:18											
8/15/12		8:19:07											
8/15/12		8:27:35		0:08									
8/15/12		13:03:51											
8/15/12		13:49:36		0:45									
8/15/12		16:41:58			8:27:40			7:57:40	8:00	0.00		0.00	
8/16/12	Thu	8:17:24											
8/16/12		12:58:39											
8/16/12		13:43:26		0:44									
8/16/12		16:34:26			8:17:02			7:47:02	8:00	0.00		0.00	
8/17/12	Fri	8:14:59											
8/17/12		12:56:34											
8/17/12		13:54:02		0:57									
8/17/12		16:02:43			7:47:44			7:17:44	8:00	-0.50		-0.50	
8/20/12	Mon	8:44:12											
8/20/12		13:04:30											
8/20/12		13:43:03		0:38									
8/20/12		16:32:02			7:47:50			7:17:50	8:00	-0.50		-0.50	
8/21/12	Tue	8:30:59											

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07877

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
8/21/12		13:02:58	[redacted]										
8/21/12		13:42:44		0:39									
8/21/12		16:59:03			8:28:04			7:58:04	8:00	0.00		0.00	
8/22/12	Wed	8:21:21											
8/22/12		13:14:27											
8/22/12		13:55:50		0:41									
8/22/12		14:00:55											
8/22/12		14:09:49		0:08									
8/22/12		16:56:50			8:35:29			8:05:29	8:00	0.00		0.00	
8/23/12	Thu	8:06:01											
8/23/12		13:04:15											
8/23/12		13:49:50		0:45									
8/23/12		16:35:21			8:29:20			7:59:20	8:00	0.00		0.00	
8/24/12	Fri	8:34:21											
8/24/12		8:49:49											
8/24/12		8:55:56		0:06									
8/24/12		13:02:54											
8/24/12		14:09:22		1:06									
8/24/12		16:57:34			8:23:13	1:12:35		6:40:38	8:00	-1.25	0.50	-0.75	.5 credit for lunch
8/27/12	Mon	11:25:57											
8/27/12		13:10:15											
8/27/12		13:45:10		0:34									
8/27/12		16:32:41			5:06:44			4:36:44	6:00	-1.25		-1.25	
8/28/12	Tue	8:28:55											
8/28/12		13:12:35											
8/28/12		13:56:31		0:43									
8/28/12		16:57:00			8:28:05			7:58:05	8:00	0.00		0.00	
8/29/12	Wed	8:24:18											
8/29/12		13:03:27											
8/29/12		13:44:46		0:41	5:20:28			4:50:28	8:00	-3.00	3.00	0.00	Error: No Exit
8/30/12	Thu	8:14:45											
8/30/12		13:04:14											
8/30/12		13:47:50		0:43									
8/30/12		16:46:52			8:32:07			8:02:07	8:00	0.00		0.00	

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07878

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
8/31/12	Fri	8:22:45	[redacted]										
8/31/12		14:11:44			5:48:59		Y	5:48:59	6:00	0.00		0.00	
9/4/12	Tue	8:24:07											
9/4/12		13:08:25											
9/4/12		13:50:34		0:42									
9/4/12		16:53:09			8:29:02			7:59:02	8:00	0.00		0.00	
9/5/12	Wed	8:19:12											
9/5/12		12:56:47											
9/5/12		13:03:32		0:06									
9/5/12		13:13:44			4:54:32		Y	4:54:32	5:00	0.00		0.00	
9/6/12	Thu	8:07:25											
9/6/12		8:18:10											
9/6/12		8:47:36		0:29									
9/6/12		13:02:27											
9/6/12		13:52:13		0:49									
9/6/12		16:42:47			8:35:22	1:19:12		6:46:10	8:00	-1.00	0.50	-0.50	.5 credit for lunch
9/7/12	Fri	8:17:05											
9/7/12		13:04:22											
9/7/12		13:48:52		0:44									
9/7/12		16:53:48			8:36:43			8:06:43	8:00	0.00		0.00	
9/10/12	Mon	8:10:10											
9/10/12		8:15:50											
9/10/12		8:40:43		0:24									
9/10/12		14:11:53			6:01:43			5:31:43	8:00	-2.25		-2.25	
9/11/12	Tue	11:13:40											
9/11/12		13:13:39											
9/11/12		13:54:42		0:41	2:41:02			2:11:02	6:00	-3.75	3.75	0.00	Error: No Exit
9/12/12	Wed	8:15:09											
9/12/12		13:06:24											
9/12/12		13:54:41		0:48	5:39:32			5:09:32	8:00	-2.75	2.75	0.00	Error: No Exit
9/13/12	Thu	8:25:57											
9/13/12		13:32:14											
9/13/12		14:14:16		0:42									
9/13/12		17:02:00			8:36:03			8:06:03	8:00	0.00		0.00	

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07879

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
9/14/12	Fri	8:06:56	[redacted]										
9/14/12		8:18:42											
9/14/12		8:48:52		0:30									
9/14/12		13:09:54											
9/14/12		14:01:07		0:51									
9/14/12		16:42:00			8:35:04	1:21:23		6:43:41	8:00	-1.25	0.50	-0.75	.5 credit for lunch
9/17/12	Mon	12:32:46											
9/17/12		14:13:46											
9/17/12		14:23:57		0:10									
9/17/12		16:38:53			4:06:07		Y	4:06:07	4:30	-0.25		-0.25	
9/18/12	Tue	8:27:43											
9/18/12		13:27:55											
9/18/12		14:07:08		0:39									
9/18/12		17:22:32			8:54:49			8:24:49	8:15	0.00		0.00	
9/19/12	Wed	8:38:26											
9/19/12		13:08:55											
9/19/12		14:04:57		0:56									
9/19/12		16:43:50			8:05:24			7:35:24	8:00	-0.25		-0.25	
9/20/12	Thu	8:19:15											
9/20/12		13:13:12											
9/20/12		13:48:12		0:35									
9/20/12		17:07:34			8:48:19			8:18:19	8:00	0.25		0.25	
9/21/12	Fri	7:59:27											
9/21/12		8:09:40											
9/21/12		8:41:58		0:32									
9/21/12		13:33:35											
9/21/12		14:46:24		1:12									
9/21/12		17:16:05			9:16:38	1:45:07		7:01:31	8:45	-1.50	0.50	-1.00	.5 credit for lunch
9/24/12	Mon	8:21:32											
9/24/12		13:47:27											
9/24/12		14:24:31		0:37									
9/24/12		15:01:23											
9/24/12		15:20:55		0:19	6:59:23			6:29:23	8:00	-1.50	1.50	0.00	Error: No Exit
9/25/12	Tue	8:23:06											

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07880

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
9/25/12		13:10:44	[redacted]										
9/25/12		14:12:44		1:02									
9/25/12		16:58:46			8:35:40	1:02:00		7:03:40	8:00	-0.75	0.50	-0.25	.5 credit for lunch
9/26/12	Wed	8:58:24											
9/26/12		13:06:42											
9/26/12		13:40:35		0:33									
9/26/12		17:10:20			8:11:56			7:41:56	8:00	-0.25		-0.25	
9/27/12	Thu	8:18:27											
9/27/12		13:31:01											
9/27/12		14:03:25		0:32									
9/27/12		17:00:12			8:41:45			8:11:45	8:00	0.00		0.00	
9/28/12	Fri	8:34:29											
9/28/12		13:34:35											
9/28/12		14:01:19		0:26									
9/28/12		16:53:02											
9/28/12		17:01:44		0:08									
9/28/12		19:02:09											
9/28/12		19:10:01		0:07									
9/28/12		21:16:31											
9/28/12		21:20:49		0:04	12:46:20			######	15:00	-2.50	2.50	0.00	[redacted]
9/29/12	Sat	0:02:56									3.50	3.50	
9/30/12	Sun	9:30:24											
9/30/12		14:40:17											
9/30/12		14:50:25		0:10									
9/30/12		18:03:09											
9/30/12		18:08:21		0:05									
9/30/12		20:05:08			10:34:44		Y	######	10:30	0.00		0.00	
10/1/12	Mon	8:37:45											
10/1/12		12:57:30											
10/1/12		13:52:12		0:54									
10/1/12		15:38:37			7:00:52			6:30:52	8:00	-1.25		-1.25	
10/2/12	Tue	8:54:25											
10/2/12		13:16:04											
10/2/12		14:00:05		0:44									
10/2/12		16:58:15			8:03:50			7:33:50	8:00	-0.25		-0.25	

(b)(6)

(b)(3)-P.L. 86-36

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20280601~~
Release: 2019-04
NSA:07881

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
			[redacted]										
10/3/12	Wed	8:33:03											
10/3/12		13:04:13											
10/3/12		13:43:42		0:39									
10/3/12		17:03:40			8:30:37			8:00:37	8:00	0.00		0.00	
10/4/12	Thu	8:42:16											
10/4/12		13:07:51											
10/4/12		14:00:33		0:52									
10/4/12		17:18:13			8:35:57			8:05:57	8:00	0.00		0.00	
10/9/12	Tue	8:16:32											
10/9/12		13:14:24											
10/9/12		14:08:21		0:53									
10/9/12		16:38:46			8:22:14			7:52:14	8:00	0.00		0.00	
10/10/12	Wed	8:21:15											
10/10/12		8:26:56											
10/10/12		8:49:49		0:22									
10/10/12		14:02:43											
10/10/12		14:31:58		0:29									
10/10/12		16:43:16			8:22:01			7:52:01	8:00	0.00		0.00	
10/11/12	Thu	8:15:11											
10/11/12		8:25:34											
10/11/12		8:50:48		0:25									
10/11/12		13:13:23											
10/11/12		13:35:00		0:21									
10/11/12		16:32:32			8:17:21			7:47:21	8:00	0.00		0.00	
10/12/12	Fri	8:27:49											
10/12/12		10:02:58											
10/12/12		10:30:20		0:27									
10/12/12		10:30:27											
10/12/12		13:04:26											
10/12/12		14:24:12		1:19									
10/12/12		16:02:33			7:34:44	1:47:08		5:17:36	8:00	-2.50	0.50	-2.00	.5 credit for lunch
10/15/12	Mon	8:36:27											
10/15/12		10:57:17											
10/15/12		11:17:46		0:20									
10/15/12		13:11:21											

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07882

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
10/15/12		13:55:35	[redacted]	0:44									
10/15/12		14:02:57											
10/15/12		16:36:23			7:59:56	1:04:43		6:25:13	8:00	-1.50	0.50	-1.00	.5 credit for lunch
10/16/12	Tue	8:28:23											
10/16/12		13:02:57											
10/16/12		14:15:32		1:12									
10/16/12		17:05:11			8:36:48	1:12:35		6:54:13	8:00	-1.00	0.50	-0.50	.5 credit for lunch
10/17/12	Wed	8:28:39											
10/17/12		11:48:19											
10/17/12		12:10:36		0:22									
10/17/12		14:10:44											
10/17/12		14:46:28		0:35									
10/17/12		16:53:04			8:24:25			7:54:25	8:00	0.00		0.00	
10/18/12	Thu	8:23:18											
10/18/12		11:16:57											
10/18/12		11:44:05		0:27									
10/18/12		12:59:58											
10/18/12		13:52:13		0:52									
10/18/12		16:33:17			8:09:59	1:19:23		6:20:36	8:00	-1.50	0.50	-1.00	.5 credit for lunch
10/19/12	Fri	8:35:54											
10/19/12		12:02:52											
10/19/12		13:20:23		1:17									
10/19/12		15:21:31			6:45:37	1:17:31		4:58:06	6:30	-1.50	0.50	-1.00	.5 credit for lunch
10/22/12	Mon	8:20:35											
10/22/12		11:03:06											
10/22/12		11:26:08		0:23									
10/22/12		13:06:11											
10/22/12		13:47:47		0:41									
10/22/12		13:47:50											
10/22/12		13:47:56											
10/22/12		16:50:07			8:29:32	1:04:38		6:54:54	8:00	-1.00	0.50	-0.50	.5 credit for lunch
10/23/12	Tue	8:38:00											
10/23/12		10:25:14											
10/23/12		10:44:29		0:19									
10/23/12		13:03:38											
10/23/12		13:57:03		0:53									

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07883

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
10/23/12		16:03:10	[redacted]										
10/23/12		16:10:19		0:07									
10/23/12		17:04:28			8:26:28	1:19:49		6:36:39	8:00	-1.25	0.50	-0.75	.5 credit for lunch
10/24/12	Wed	11:25:57											
10/24/12		13:46:31											
10/24/12		14:06:29		0:19									
10/24/12		17:03:33			5:37:36			5:07:36	5:30	-0.25		-0.25	
10/25/12	Thu	8:48:35											
10/25/12		13:16:59											
10/25/12		14:00:22		0:43									
10/25/12		17:07:15			8:18:40			7:48:40	8:00	0.00		0.00	
10/26/12	Fri	8:14:13											
10/26/12		10:13:30											
10/26/12		10:25:01		0:11									
10/26/12		13:09:54											
10/26/12		14:18:37		1:08									
10/26/12		16:53:12			8:38:59	1:20:14		6:48:45	8:15	-1.25	0.50	-0.75	.5 credit for lunch
10/31/12	Wed	10:52:12											
10/31/12		13:12:17											
10/31/12		14:06:49		0:54									
10/31/12		16:35:16			5:43:04			5:13:04	6:00	-0.75		-0.75	
11/1/12	Thu	8:33:06											
11/1/12		10:08:09											
11/1/12		10:29:01		0:20									
11/1/12		13:01:30											
11/1/12		13:48:30		0:47									
11/1/12		15:35:39											
11/1/12		15:56:42		0:21									
11/1/12		17:06:24			8:33:18	1:28:55		6:34:23	8:00	-1.25	0.50	-0.75	.5 credit for lunch
11/2/12	Fri	8:27:49											
11/2/12		9:09:39											
11/2/12		9:31:06		0:21									
11/2/12		9:31:10											
11/2/12		9:31:17											
11/2/12		10:30:04											
11/2/12		10:50:27		0:20									

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20280601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07884

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
11/2/12		10:57:45	[redacted]										
11/2/12		11:11:16		0:13									
11/2/12		12:36:36											
11/2/12		13:52:39		1:16									
11/2/12		14:55:39											
11/2/12		15:03:23		0:07									
11/2/12		16:39:27			8:11:38	2:19:08		5:22:30	8:00	-2.50	0.50	-2.00	.5 credit for lunch
11/5/12	Mon	9:30:08											
11/5/12		10:37:51											
11/5/12		10:52:40		0:14									
11/5/12		13:45:14											
11/5/12		14:22:03		0:36									
11/5/12		17:18:30			7:48:22			7:18:22	8:00	-0.50		-0.50	
11/6/12	Tue	11:56:39											
11/6/12		14:53:41											
11/6/12		15:05:06		0:11									
11/6/12		17:08:06			5:11:27			4:41:27	5:00	-0.25		-0.25	
11/7/12	Wed	8:30:38											
11/7/12		12:26:37											
11/7/12		12:52:13		0:25									
11/7/12		17:04:43			8:34:05			8:04:05	8:00	0.00		0.00	
11/8/12	Thu	8:37:08											
11/8/12		10:12:47											
11/8/12		10:27:55		0:15									
11/8/12		12:59:32											
11/8/12		13:45:39		0:46									
11/8/12		15:22:19											
11/8/12		15:33:24		0:11									
11/8/12		17:02:15			8:25:07	1:12:20		6:42:47	8:00	-1.25		-1.25	.5 credit for lunch
11/9/12	Fri	8:48:00											
11/9/12		11:17:07											
11/9/12		11:26:27		0:09									
11/9/12		12:07:00											
11/9/12		12:13:28		0:06									
11/9/12		12:58:42											
11/9/12		14:13:30		1:14									
11/9/12		16:08:08											

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07885

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
11/9/12		16:17:29	[redacted]	0:09									
11/9/12		17:06:45			8:18:45	1:39:57		6:08:48	8:00	-1.75		-1.75	.5 credit for lunch
11/14/12	Wed	8:28:33											
11/14/12		10:12:04											
11/14/12		10:28:54		0:16									
11/14/12		13:08:26											
11/14/12		13:49:10		0:40									
11/14/12		15:03:27											
11/14/12		15:11:22		0:07									
11/14/12		16:53:02			8:24:29	1:05:29		6:49:00	8:00	-1.00		-1.00	.5 credit for lunch
11/15/12	Thu	8:41:45											
11/15/12		11:18:54											
11/15/12		11:38:16		0:19									
11/15/12		13:17:22											
11/15/12		14:02:02		0:44									
11/15/12		15:30:24											
11/15/12		15:41:53		0:11									
11/15/12		17:04:04			8:22:19	1:15:31		6:36:48	8:00	-1.25		-1.25	.5 credit for lunch
11/16/12	Fri	8:11:41											
11/16/12		9:58:24											
11/16/12		10:19:04		0:20									
11/16/12		12:59:59											
11/16/12		14:15:14		1:15									
11/16/12		16:33:24			8:21:43	1:35:55		6:15:48	8:00	-1.50		-1.50	.5 credit for lunch
11/19/12	Mon	8:43:51											
11/19/12		13:47:48											
11/19/12		14:08:33		0:20									
11/19/12		17:27:09			8:43:18			8:13:18	8:15	0.00		0.00	
11/20/12	Tue	8:20:32											
11/20/12		11:06:43											
11/20/12		11:25:00		0:18									
11/20/12		13:17:59											
11/20/12		14:00:42		0:42									
11/20/12		16:48:10			8:27:38	1:01:00		6:56:38	8:00	-1.00	0.50	-0.50	.5 credit for lunch
11/21/12	Wed	7:35:43											
11/21/12		9:58:17											

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07886

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
11/21/12		10:15:34	[redacted]	0:17									
11/21/12		12:27:40											
11/21/12		12:33:34		0:05									
11/21/12		13:34:38			5:58:55		Y	5:58:55	6:00	0.00		0.00	
11/23/12	Fri	8:26:43											
11/23/12		10:38:28											
11/23/12		10:50:57		0:12									
11/23/12		12:33:38			4:06:55		Y	4:06:55	4:00	0.00		0.00	
11/26/12	Mon	8:31:00											
11/26/12		10:07:51											
11/26/12		10:27:24		0:19									
11/26/12		12:53:35											
11/26/12		13:43:28		0:49									
11/26/12		15:44:17											
11/26/12		15:48:53		0:04									
11/26/12		16:52:58			8:21:58	1:14:02		6:37:56	8:00	-1.25		-1.25	.5 credit for lunch
11/27/12	Tue	13:39:02											
11/27/12		17:26:06			3:47:04		Y	3:47:04	4:00	0.00		0.00	
11/28/12	Wed	8:30:51											
11/28/12		11:44:06											
11/28/12		12:01:48		0:17									
11/28/12		13:03:03											
11/28/12		13:56:39		0:53									
11/28/12		17:03:20			8:32:29	1:11:18		6:51:11	8:00	-1.00	0.50	-0.50	.5 credit for lunch
11/29/12	Thu	8:18:54											
11/29/12		11:35:38											
11/29/12		12:00:37		0:24									
11/29/12		13:24:12											
11/29/12		14:08:01		0:43									
11/29/12		15:58:10											
11/29/12		16:12:48		0:14									
11/29/12		16:47:37			8:28:43	1:23:26		6:35:17	8:00	-1.25	0.50	-0.75	.5 credit for lunch
11/30/12	Fri	8:22:58											
11/30/12		10:07:47											
11/30/12		10:30:36		0:22									
11/30/12		11:49:17											

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07887

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
11/30/12		12:05:19	[redacted]	0:16									
11/30/12		12:56:07											
11/30/12		14:17:33		1:21									
11/30/12		15:51:16											
11/30/12		15:57:02		0:05									
11/30/12		16:29:47			8:06:49	2:06:03		5:30:46	7:45	-2.00	0.50	-1.50	.5 credit for lunch
12/3/12	Mon	8:14:54											
12/3/12		8:35:24											
12/3/12		9:10:15		0:34									
12/3/12		11:04:33											
12/3/12		11:23:14		0:18									
12/3/12		13:04:21											
12/3/12		14:06:12		1:01									
12/3/12		16:33:23			8:18:29	1:55:23		5:53:06	8:15	-2.25	0.50	-1.75	.5 credit for lunch
12/4/12	Tue	8:18:11											
12/4/12		10:11:48											
12/4/12		10:32:11		0:20									
12/4/12		13:08:58											
12/4/12		13:53:20		0:44									
12/4/12		15:29:17											
12/4/12		15:44:21		0:15									
12/4/12		16:47:41			8:29:30	1:19:49		6:39:41	8:00	-1.25	0.50	-0.75	.5 credit for lunch
12/5/12	Wed	8:29:32											
12/5/12		10:12:03											
12/5/12		10:33:45		0:21									
12/5/12		12:43:18											
12/5/12		13:22:46		0:39									
12/5/12		15:47:48											
12/5/12		16:03:00		0:15									
12/5/12		16:52:50			8:23:18	1:16:22		6:36:56	8:00	-1.25	0.50	-0.75	.5 credit for lunch
12/6/12	Thu	8:26:18											
12/6/12		8:33:13											
12/6/12		8:51:21		0:18									
12/6/12		10:17:06											
12/6/12		10:43:32		0:26									
12/6/12		12:58:27											
12/6/12		13:58:02		0:59	5:31:44			5:01:44	8:00	-2.75	2.75	0.00	

Error: No Ex[redacted]lassified By
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~
Release: 2019-04
NSA:07888

(b)(3)-P.L. 86-36

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
12/7/12	Fri	8:33:07	[redacted]										
12/7/12		11:34:01											
12/7/12		11:46:24		0:12									
12/7/12		13:09:12											
12/7/12		14:23:36		1:14									
12/7/12		16:32:14			7:59:07	1:26:47		6:02:20	8:00	-1.75	0.50	-1.25	.5 credit for lunch
12/10/12	Mon	8:23:55											
12/10/12		12:02:36			3:38:41		Y	3:38:41	4:00	-0.25		-0.25	
12/11/12	Tue	8:39:32											
12/11/12		13:11:15											
12/11/12		14:06:58		0:55									
12/11/12		16:46:07			8:06:35			7:36:35	7:45	0.00		0.00	
12/12/12	Wed	8:17:14											
12/12/12		10:04:02											
12/12/12		10:23:39		0:19									
12/12/12		13:23:22											
12/12/12		14:12:02		0:48									
12/12/12		16:12:52											
12/12/12		16:25:58		0:13									
12/12/12		16:56:42			8:39:28	1:21:23		6:48:05	8:00	-1.00	0.50	-0.50	.5 credit for lunch
12/13/12	Thu	8:08:41											
12/13/12		10:06:54											
12/13/12		10:24:31		0:17									
12/13/12		13:08:39											
12/13/12		14:02:24		0:53									
12/13/12		16:48:29			8:39:48	1:11:22		6:58:26	8:00	-1.00	0.50	-0.50	.5 credit for lunch
12/19/12	Wed	8:29:05											
12/19/12		10:59:51											
12/19/12		11:18:58		0:19									
12/19/12		13:06:21											
12/19/12		14:18:28		1:12									
12/19/12		16:10:53											
12/19/12		16:28:01		0:17									
12/19/12		16:50:06			8:21:01	1:48:22		6:02:39	8:00	-1.75	0.50	-1.25	.5 credit for lunch
12/20/12	Thu	8:36:25											
12/20/12		9:59:13											

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07889

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
12/20/12		10:20:41	[redacted]	0:21									
12/20/12		13:04:20											
12/20/12		14:00:47		0:56									
12/20/12		15:57:58											
12/20/12		16:06:34		0:08									
12/20/12		16:32:28			7:56:03	1:26:31		5:59:32	8:00	-2.00	0.50	-1.50	.5 credit for lunch
12/21/12	Fri	8:05:00											
12/21/12		10:18:54											
12/21/12		10:40:27		0:21									
12/21/12		13:32:58											
12/21/12		15:14:48		1:41									
12/21/12		16:23:02			8:18:02	2:03:23		5:44:39	8:00	-2.25	0.50	-1.75	.5 credit for lunch
12/27/12	Thu	8:12:27											
12/27/12		9:57:18											
12/27/12		10:16:32		0:19									
12/27/12		12:34:05			4:21:38		Y	4:21:38	4:15	0.00		0.00	
12/28/12	Fri	8:17:33											
12/28/12		10:04:25											
12/28/12		10:27:03		0:22									
12/28/12		12:17:37			4:00:04		Y	4:00:04	4:15	0.00		0.00	
12/31/12	Mon	8:09:47											
12/31/12		10:46:29											
12/31/12		10:59:51		0:13									
12/31/12		12:18:05			4:08:18		Y	4:08:18	6:00	-1.75		-1.75	
1/3/13	Thu	8:16:27											
1/3/13		11:25:32											
1/3/13		11:43:23		0:17									
1/3/13		13:11:40											
1/3/13		14:10:57		0:59									
1/3/13		16:32:52			8:16:25	1:17:08		6:29:17	8:00	-1.50	0.50	-1.00	.5 credit for lunch
1/4/13	Fri	8:14:43											
1/4/13		10:12:38											
1/4/13		10:31:37		0:18									
1/4/13		13:05:01											
1/4/13		14:26:40		1:21	6:11:57			5:41:57	8:00	-2.25	2.25	0.00	

Error: No Ex[redacted]lassified By
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20280601~~
Release: 2019-04
NSA:07890

(b)(3)-P.L. 86-36

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
1/8/13	Tue	8:12:51	[redacted]										
1/8/13		10:43:56											
1/8/13		11:04:19		0:20									
1/8/13		12:57:33											
1/8/13		14:01:54		1:04									
1/8/13		15:30:21											
1/8/13		15:46:57		0:16									
1/8/13		16:43:01			8:30:10			8:00:10	8:00	0.00		0.00	
1/9/13	Wed	8:08:14											
1/9/13		11:05:15											
1/9/13		13:26:44		2:21									
1/9/13		15:04:34											
1/9/13		15:20:55		0:16									
1/9/13		16:40:30			8:32:16	2:37:50		5:24:26	8:00	-2.50	0.50	-2.00	.5 credit for lunch
1/10/13	Thu	8:23:20											
1/10/13		10:20:59											
1/10/13		10:40:12		0:19									
1/10/13		12:58:21											
1/10/13		14:07:21		1:09									
1/10/13		16:48:46			8:25:26	1:28:13		6:27:13	8:00	-1.50	0.50	-1.00	.5 credit for lunch
1/11/13	Fri	8:20:40											
1/11/13		11:11:36											
1/11/13		11:37:07		0:25									
1/11/13		13:01:28											
1/11/13		14:21:21		1:19									
1/11/13		16:14:35			7:53:55	1:45:24		5:38:31	8:00	-2.25	0.50	-1.75	.5 credit for lunch
1/14/13	Mon	8:14:48											
1/14/13		11:15:41											
1/14/13		11:34:05		0:18									
1/14/13		13:00:27											
1/14/13		14:00:42		1:00									
1/14/13		15:52:31											
1/14/13		16:03:25		0:10									
1/14/13		16:42:26			8:27:38	1:29:33		6:28:05	8:00	-1.50	0.50	-1.00	.5 credit for lunch
1/15/13	Tue	8:32:51											
1/15/13		10:51:06											
1/15/13		11:07:17		0:16									

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20280601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07891

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
1/15/13		13:00:47	[redacted]										
1/15/13		13:59:44		0:58									
1/15/13		15:46:17											
1/15/13		15:59:34		0:13									
1/15/13		16:57:44			8:24:53	1:28:25		6:26:28	8:00	-1.50	0.50	-1.00	.5 credit for lunch
1/16/13	Wed	8:18:22											
1/16/13		11:01:26											
1/16/13		11:19:55		0:18									
1/16/13		12:58:24											
1/16/13		13:41:29		0:43									
1/16/13		16:41:59			8:23:37	1:01:34		6:52:03	8:00	-1.00	0.50	-0.50	.5 credit for lunch
1/17/13	Thu	8:26:21											
1/17/13		11:21:55											
1/17/13		12:57:52											
1/17/13		13:59:57		1:02									
1/17/13		16:52:59			8:26:38	1:02:05		6:54:33	8:00	-1.00	0.50	-0.50	.5 credit for lunch
1/18/13	Fri	8:24:55											
1/18/13		11:19:52											
1/18/13		13:03:47											
1/18/13		14:03:12		0:59									
1/18/13		15:34:00											
1/18/13		15:45:12		0:11									
1/18/13		16:27:56			8:03:01	1:10:37		6:22:24	8:00	-1.50	0.50	-1.00	.5 credit for lunch
1/22/13	Tue	12:32:58											
1/22/13		17:38:38			5:05:40		Y	5:05:40	5:00	0.00		0.00	
1/23/13	Wed	8:20:47											
1/23/13		11:55:05											
1/23/13		12:09:18		0:14									
1/23/13		13:03:12											
1/23/13		14:01:13		0:58									
1/23/13		16:57:02			8:36:15	1:12:14		6:54:01	8:45	-1.75	0.50	-1.25	.5 credit for lunch
1/24/13	Thu	10:35:10											
1/24/13		12:58:58											
1/24/13		13:35:07		0:36									
1/24/13		13:36:34											
1/24/13		14:16:21											

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20380601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07892

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
1/24/13		14:17:45	[redacted]	0:01									
1/24/13		14:55:34		0:37									
1/24/13		17:03:40			6:28:30	1:15:22		4:43:08	6:00	-1.25	0.50	-0.75	.5 credit for lunch
1/25/13	Fri	8:09:57											
1/25/13		11:06:24											
1/25/13		11:13:15		0:06									
1/25/13		12:57:30											
1/25/13		13:36:04		0:38									
1/25/13		15:07:24			6:57:27			6:27:27	7:00	-0.50		-0.50	
1/28/13	Mon	11:01:38											
1/28/13		13:01:46											
1/28/13		13:45:58		0:44									
1/28/13		16:28:49			5:27:11			4:57:11	5:00	0.00		0.00	
1/29/13	Tue	8:21:50											
1/29/13		8:21:58											
1/29/13		11:31:15											
1/29/13		11:54:31		0:23									
1/29/13		13:00:49											
1/29/13		14:05:46		1:04									
1/29/13		16:43:06			8:21:16	1:28:13		6:23:03	8:00	-1.50	0.50	-1.00	.5 credit for lunch
1/30/13	Wed	8:46:11											
1/30/13		11:17:50											
1/30/13		11:40:44		0:22									
1/30/13		12:57:45											
1/30/13		14:02:36		1:04									
1/30/13		16:49:08			8:02:57	1:27:45		6:05:12	8:00	-1.75	0.50	-1.25	.5 credit for lunch
1/31/13	Thu	8:27:56											
1/31/13		11:08:04											
1/31/13		11:26:31		0:18									
1/31/13		13:00:12											
1/31/13		13:59:25		0:59									
1/31/13		15:03:20											
1/31/13		15:10:14		0:06	6:42:18			6:12:18	8:00	-1.75	1.75	0.00	Error: No Exit
2/1/13	Fri	8:48:23											
2/1/13		11:22:39											

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20280601~~

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07893

(b)(3)-P.L. 86-36
(b)(6)

[redacted]

DATE	DOW	TIME	LOCATION	GAPS	ACCESS TOTAL	TOTAL GAP(s)	(Y) NO LUNCH CLAIMED	NET TIME	Hours Claimed	DISCREPANT HOURS	ADJ	Discrepant Hours (Net)	Notes
2/1/13		11:39:08	[redacted]	0:16									
2/1/13		13:04:37											
2/1/13		14:12:34		1:07									
2/1/13		16:37:52			7:49:29	1:24:26		5:55:03	8:00	-2.00	0.50	-1.50	.5 credit for lunch
2/4/13	Mon	8:23:06											
2/4/13		11:26:25											
2/4/13		11:43:35		0:17									
2/4/13		13:03:09											
2/4/13		13:56:32		0:53									
2/4/13		16:06:22			7:43:16	1:10:33		6:02:43	7:00	-0.75	0.50	-0.25	.5 credit for lunch
2/5/13	Tue	8:53:42											
2/5/13		11:37:48											
2/5/13		11:47:45		0:09									
2/5/13		13:20:04											
2/5/13		14:27:41		1:07									
2/5/13		17:21:15			8:27:33	1:17:34		6:39:59	8:00	-1.25	0.50	-0.75	.5 credit for lunch
2/6/13	Wed	8:17:13											
2/6/13		11:48:16											
2/6/13		12:01:26		0:13									
2/6/13		13:08:10											
2/6/13		13:59:41		0:51									
2/6/13		16:38:00			8:20:47	1:04:41		6:46:06	8:00	-1.00	0.50	-0.50	.5 credit for lunch
2/7/13	Thu	8:16:51											
2/7/13		12:56:02											
2/7/13		14:02:28		1:06									
2/7/13		16:50:04			8:33:13	1:06:00		6:57:13	8:00	-1.00	0.50	-0.50	.5 credit for lunch
												-108.25	**12 month total**
												2.00	**positive discrepancies**
												129.00	**negative discrepancies**

(b)(3)-P.L. 86-36

Classified By: [redacted]
Derived From: NSA/CSSM 1-52
Dated: 20070108
Declassify On: ~~20280601~~
Release: 2019-04
NSA:07894

APPENDIX C

(U) Timesheets

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) N	DIST (Org)		02/11/12	
STD JON			Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From) 0800	(To) 1630

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	75.5	RG	1		6	8.25	8.25	8.25	8.25	
			2		8	8	4.5	8	8	
Sick Leave	4.5	LS	1		1.00					
			2				3.50			
			1							
			2							
			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	75.5	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	4.5	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0745	1415							6	0745	1615							8
TUE	0730	1615							8.25	0750	1620							8
WED	0730	1615							8.25	1245	1715						X	4.5
THU	0745	1630							8.25	0730	1600							8
FRI	0745	1630							8.25	0800	1630							8
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure) 7698025 (Non-Secure) SID

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID to sign)

CERTIFIER'S SIGNATURE

FORM P3091B 02 JAN 2011 REV 2.2 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Release 2013-0
NSA 67396

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID	PP ENDING *Req	PLT ROT SFT ROT
			02/25/12	

TAG/BLK	ACT UIC (Agency)	DIST (Org)	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0800	1630

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT										LH 0					
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	69	RG	1		5	8	8	8	8	
			2			8	8	8	8	
Sick Leave	3	LS	1		3.00					
			2							
Holiday Leave	8	LH	1							
			2		8.00					
			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	69	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	11	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	1130	1630						X	5							X		
TUE	0745	1615							8	0745	1615							8
WED	0730	1600							8	0750	1620							8
THU	0750	1620							8	0730	1600							8
FRI	0745	1615							8	0730	1600							8
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure) 7698025 | (Non-Secure) | SID

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID to sign)

CERTIFIER'S SIGNATURE

FORM P3091B 02 JAN 2011 REV 2.2 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Release 2013-0
NSA 67397

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) N	DIST (Org)		03/10/12	
STD JON			Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From) 0800	(To) 1630

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	62	RG	1		8	8	6	8	8	
			2				8	8	8	
Annual Leave	2	LA	1				2.00			
			2							
Sick Leave	16	LS	1							
			2		8.00	8.00				
			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	62	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	18	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0740	1610							8									
TUE	0745	1615							8									
WED	1000	1630							6	0730	1600							8
THU	0730	1600							8	0730	1600							8
FRI	0745	1615							8	0745	1615							8
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure) 7698025 (Non-Secure) SID

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID to sign)

CERTIFIER'S SIGNATURE

FORM P3091B 02 JAN 2011 REV 2.2 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Released 2013-0
NSA 67398

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID	PP ENDING *Req	PLT ROT SFT ROT
			03/24/12	

TAG/BLK	ACT UIC (Agency)	DIST (Org)	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0800	1630

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	80	RG	1		8	8	8	8	8	
			2		8	8	8	8	8	
			1							
			2							
			1							
			2							
			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	80	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV		NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0730	1600							8	0730	1600							8
TUE	0730	1600							8	0730	1600							8
WED	0730	1600							8	0730	1600							8
THU	0730	1600							8	0730	1600							8
FRI	0730	1600							8	0730	1600							8
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure) (Non-Secure) , SID
7698025

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID to sign)

CERTIFIER'S SIGNATURE

FORM P3091B 02 JAN 2011 REV 2.2 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Release 2013-0
NSA 67399

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) N	DIST (Org)		04/07/12	
STD JON			Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From) 0800	(To) 1630

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	69	RG	1		8	8	8	8	8	
			2		8	5	8		8	
Annual Leave	8	LA	1							
			2					8.00		
Sick Leave	3	LS	1							
			2			3.00				
			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	69	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	11	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0730	1600							8	0730	1600							8
TUE	0730	1600							8	1030	1600							5
WED	0730	1600							8	0730	1600							8
THU	0730	1600							8									
FRI	0730	1600							8	0730	1600							8
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure) 7698025 (Non-Secure) SID

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID to sign)

CERTIFIER'S SIGNATURE

FORM P3091B 02 JAN 2011 REV 2.2 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Release 2013-0
NSA 67900

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID	PP ENDING *Req	PLT ROT SFT ROT
			04/21/12	

TAG/BLK	ACT UIC (Agency)	DIST (Org)	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0800	1630

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	72	RG	1			8	8	8	8	
			2		8	8	8	8	8	
Sick Leave	8	LS	1		8.00					
			2							
			1							
			2							
			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	72	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	8	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON										0730	1600							8
TUE	0730	1600							8	0730	1600							8
WED	0730	1600							8	0730	1600							8
THU	0730	1600							8	0730	1600							8
FRI	0730	1600							8	0730	1600							8
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure) (Non-Secure) SID
7698025

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID to sign)

CERTIFIER'S SIGNATURE

FORM P3091B 02 JAN 2011 REV 2.2 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Release: 2015-0
NSA 6790

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			05/05/12	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0730	1600

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	78.5	RG	1		8	8	8	8	9.5	
			2		8	5	8	8	8	
Sick Leave	1.5	LS	1							
			2			1.50				
			1							
			2							
			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	78.5	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	1.5	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0730	1600							8	0730	1600							8
TUE	0730	1600							8	1100	1630							5
WED	0730	1600							8	0745	1615							8
THU	0730	1600							8	0745	1615							8
FRI	0730	1730							9.5	0800	1630							8
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		05/7/2012	X

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Release: 2014-0
NSA-67902

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			05/19/12	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0730	1600

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	80	RG	1		8	8	8	8	8	
			2		8	8	8	8	8	
Credit Earned	2.5	CD	1							
			2		1.00	0.50	1.00			
			1							
			2							
			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	80	OT		COMP/ CREDIT	2.5	HOL		SUN		2ND		3RD		ND		E/H		LV		NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0730	1600							8	0800	1730							9
TUE	0730	1600							8	0830	1730							8.5
WED	0730	1600							8	0730	1700							9
THU	0730	1600							8	0745	1615							8
FRI	0730	1600							8	0750	1630							8
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8136		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/R, SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		05/21/2012	X

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Released 2013-0
NSA-07903

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			06/02/12	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0730	1600

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT										LHD					
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	66.25	RG	1		6	8	8	8	6.25	
			2			8	8	8	6	
Holiday Leave	8	LH	1							
			2		8.00					
Credit Taken	2	CN	1							
			2						2.00	
Sick Leave	1.75	LS	1		1.75					
			2							
Administrative Leave	2	LN	1						2.00	
			2							

(b) (3)-P.L. 86-36

REG	66.25	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	13.75	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	1030	1700							6							X		
TUE	0730	1600							8	0800	1630							8
WED	0745	1615							8	0750	1620							8
THU	0745	1615							8	0745	1615							8
FRI	0700	1320						X	6.25	0745	1345						X	6
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID, SID, ORG, Agency to sign)

CERTIFIER'S SIGNATURE

Sent to payroll on: 06/1/2012

Entered in DCPS: X

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Released 2015-0
NSA 6790

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			06/16/12	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0730	1600

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	53.5	RG	1		8	8		8	5.5	
			2				8	8	8	
Annual Leave	16	LA	1				8.00			
			2			8.00				
Credit Taken	0.5	CN	1						0.50	
			2							
Sick Leave	10	LS	1						2.00	
			2		8.00					
			1							
			2							

A/L		S/L		COMP		CRED		LWOP		TIME OFF		MIL		TRAVEL COMP		Projected A/L	

REG	53.5	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	26.5	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0745	1615							8									
TUE	0730	1600							8									
WED										0800	1630							8
THU	0745	1615							8	0745	1615							8
FRI	0730	1300						X	5.5	0820	1650							8
SAT																		

(b) (3)-P.L. 86-36

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/A, SID, SID, (2/R/G, Agency to sign)

CERTIFIER'S SIGNATURE

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Release 2015-0
NSA 07905

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			06/30/12	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0730	1600

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	72	RG	1		8	8	8	8	8	
			2		8		8	8	8	
Annual Leave	8	LA	1							
			2			8.00				
			1							
			2							
			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	72	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	8	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0800	1630							8	0800	1630							8
TUE	0800	1630							8									
WED	0800	1630							8	0800	1630							8
THU	0800	1630							8	0800	1630							8
FRI	0800	1630							8	0800	1630							8
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID, SID, GRG, Agency to sign)

CERTIFIER'S SIGNATURE

Sent to payroll on: 06/29/2012

Entered in DCPS ☒

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Released 20150404
NSA C7906

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			07/14/12	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0730	1600

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT					LH 0										
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	49	RG	1		8	6		6	8	
			2		8	5		8		
Annual Leave	10	LA	1					2.00		
			2						8.00	
Sick Leave	11	LS	1							
			2			3.00	8.00			
Holiday Leave	8	LH	1				8.00			
			2							
Administrative Leave	2	LN	1			2.00				
			2							

(b) (3)-P.L. 86-36

REG	49	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	31	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0800	1630							8	0800	1630							8
TUE	0730	1330						X	6	0900	1400						X	5
WED							X											
THU	1000	1630							6	0800	1630							8
FRI	0800	1630							8									
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SID, Name, PP End, AWS, TAG, SID, DIST, OCC, Jobnum in ink)

CERTIFIER'S SIGNATURE

Sent to payroll on: 07/16/2012

Entered in DCPS: X

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Release 2013-0
NSA 67907

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			07/28/12	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0730	1600

STD JON

	A W S	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	54	RG	1		6	8	8	8		
			2			8	8	8		
Sick Leave	2	LS	1		2.00					
			2							
Annual Leave	24	LA	1						8.00	
			2		8.00				8.00	
			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	54	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	26	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	1030	1630						X	6									
TUE	0800	1630							8	0800	1630							8
WED	0800	1630							8	0800	1630							8
THU	0800	1630							8	0820	1650							8
FRI																		
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/R, SID, SID, ORG, Agency to sign)

CERTIFIER'S SIGNATURE

Entered in DCPS

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Released 2013-0
NSA 67903

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			08/11/12	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0730	1600

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	48	RG	1		8	8				
			2			8	8	8	8	
Annual Leave	32	LA	1				8.00	8.00	8.00	
			2		8.00					
			1							
			2							
			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	48	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	32	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0800	1630							8									
TUE	0800	1630							8	0810	1640							8
WED										0815	1645							8
THU										0813	1643							8
FRI										0823	1653							8
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, TK, SID, SID, ORG, Agency to sign)

CERTIFIER'S SIGNATURE

Sent to payroll on: 08/10/2012

Entered in DCPS

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Release 2013-0
NSA-67909

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			08/25/12	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0730	1600

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	80	RG	1		8	8	8	8	8	
			2		8	8	8	8	8	
			1							
			2							
			1							
			2							
			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	80	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV		NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0800	1630							8	0830	1700							8
TUE	0800	1630							8	0830	1700							8
WED	0800	1630							8	0815	1645							8
THU	0800	1630							8	0820	1650							8
FRI	0800	1630							8	0800	1630							8
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/A, SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		08/27/2012	X

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Release: 2015-0
NSA (7910

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
				09/08/12	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0730	1600

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT										LH 0					
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	65	RG	1		6	8	8	8	6	
			2			8	5	8	8	
Holiday Leave	8	LH	1							
			2		8.00					
Sick Leave	5	LS	1		2.00					
			2				3.00			
Administrative Leave	2	LN	1						2.00	
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	65	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	15	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	1028	1700							6							X		
TUE	0830	1700							8	0830	1700							8
WED	0815	1645							8	0822	1330						X	5
THU	0815	1645							8	0810	1640							8
FRI	0824	1430						X	6	0820	1650							8
SAT																		

REMARKS
Admin leave approved by (b) (3)-P.L. 86-36 (b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP Ent, AWS, T/R, SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		09/10/2012	X

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Released 2013-0
NSA 6791

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) *Req: N	DIST (Org) *Req		09/22/12	
STD JON			Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From) 0730	(To) 1600

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	74.5	RG	1		8	6	8	8	8	
			2		4.5	8	8	8	8	
Sick Leave	5.5	LS	1			2.00				
			2		3.50					
Overtime Unscheduled	1	OU	1							
			2			0.25			0.75	
			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	74.5	OT	1	COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	5.5	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0812	1645							8	1230	1700						X	4.5
TUE	1045	1715							6	0830	1719							8.25
WED	0815	1645							8	0840	1710							8
THU	0827	1700							8	0821	1700							8
FRI	0808	1640							8	0800	1715							8.75
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/A, SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		09/24/2012	X

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Released 2013-0
NSA 67912

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			10/06/12	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0730	1600

STD JON

	A W S	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	72	RG	1		8	8	8	8	8	
			2		8	8	8	8		
Sick Leave	8	LS	1							
			2						8.00	
Overtime Scheduled	17.5	OS	1						7.00	
			2	10.50						
			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	72	OT	17.5	COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	8	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN										0930	2003						X	10.5
MON	0824	1700							8	0840	1720							8
TUE	0825	1700							8	0857	1730							8
WED	0900	1730							8	0835	1710							8
THU	0821	1700							8	0830	1700							8
FRI	0830	2400							15									
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		10/4/2012	X

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Release: 20 5-04
NSA (7013)

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			10/20/12	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0730	1600

STD JON

	A W S	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT			LH 0												
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	70.5	RG	1			8	8	8	8	
			2		8	8	8	8	6.5	
Holiday Leave	8	LH	1		8.00					
			2							
Annual Leave	1.5	LA	1							
			2						1.50	
			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	70.5	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	9.5	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON							X			0830	1700							8
TUE	0818	1700							8	0830	1700							8
WED	0823	1700							8	0830	1700							8
THU	0817	1700							8	0825	1700							8
FRI	0830	1700							8	0837	1537							6.5
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/A, SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		10/22/2012	X

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Release 20 S04
USA 07014

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			11/03/12	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0730	1600

STD JON

	A W S	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	59.75	RG	1		8	8	5.5	8	8.25	
			2				6	8	8	
Administrative Leave	8	LN	1							
			2			8.00				
Annual Leave	8	LA	1							
			2		8.00					
Sick Leave	4.25	LS	1				2.25			
			2				2.00			
			1							
			2							

(b) (3)-P.L. 86-36

REG	59.75	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	20.25	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0823	1700							8									
TUE	0840	1710							8									
WED	1128	1730							5.5	1030	1700							6
THU	0850	1730							8	0830	1700							8
FRI	0815	1700							8.25	0829	1700							8
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
	Mealy Dimitr	11/5/2012	X

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Release: 2013-0
NSA 67915

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
[redacted]	[redacted]	[redacted]	11/17/12	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
[redacted]	N	[redacted]	[redacted]	0730	1600

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT										LH 0					
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	61	RG	1		8	5	8	8	8	
			2				8	8	8	
Annual Leave	3	LA	1			3.00				
			2							
Holiday Leave	8	LH	1							
			2		8.00					
Sick Leave	8	LS	1							
			2			8.00				
			1							
			2							

(b) (3)-P.L. 86-36

REG	61	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	19	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0930	1800							8							X		
TUE	1200	1730							5									
WED	0830	1700							8	0830	1700							8
THU	0840	1710							8	0840	1710							8
FRI	0850	1730							8	0810	1640							8
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		[redacted]

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, TA, SID, SID, ORG, Agency to sign)

[redacted]

CERTIFIER'S SIGNATURE

[redacted]

Sent to payroll on: 11/19/2012

Entered in DCPS: [X]

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

Release: 2015-0
NSA (7916)

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			12/01/12	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0730	1600

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT						LH 0									
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	62	RG	1		8.25	8	6		4	
			2		8	4	8	8	7.75	
Administrative Leave	2	LN	1				2.00			
			2							
Holiday Leave	8	LH	1					8.00		
			2							
Sick Leave	4	LS	1							
			2			4.00				
Annual Leave	4	LA	1						4.00	
			2							

(b) (3)-P.L. 86-36

REG	62	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	18	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0845	1730							8.25	0830	1700							8
TUE	0822	1700							8	1341	1741						X	4
WED	0730	1330						X	6	0830	1700							8
THU							X			0820	1700							8
FRI	0829	1230						X	4	0815	1630							7.75
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/A, SID, SID, ORG, Agency to sign)

CERTIFIER'S SIGNATURE

Sent to payroll on: 12/3/2012

Entered in DCPS: X

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

Release 2119041
NSA 07917

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
[redacted]	[redacted]	[redacted]	12/15/12	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
[redacted]	N	[redacted]	[redacted]	0730	1600

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	68	RG	1		8.25	8	8	8	8	
			2		4	7.75	8	8		
Sick Leave	8	LS	1							
			2						8.00	
Administrative Leave	4	LN	1							
			2		4.00					
(b) (3)-P.L. 86-36 (b) (6)			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	68	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	12	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0815	1700							8.25	0830	1230						X	4
TUE	0820	1700							8	0840	1700							7.75
WED	0830	1700							8	0820	1700							8
THU	0830	1700							8	0810	1645							8
FRI	0830	1700							8									
SAT																		

(b) (6)

REMARKS

[redacted]

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025	[redacted]	

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K, SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
[redacted]	[redacted]	12/20/2012	X

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From: _____
Dated: _____
Declassify On: _____

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Release: 20 5-04
NSA (7018

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
[redacted]	[redacted]	[redacted]	12/29/12	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
[redacted]	N	[redacted]	[redacted]	0730	1600

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT											LH 0				
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	32.5	RG	1				8	8	8	
			2					4.25	4.25	
Holiday Leave	16	LH	1							
			2		8.00	8.00				
Annual Leave	23.5	LA	1			8.00				
			2				8.00	3.75	3.75	
Sick Leave	8	LS	1		8.00					
			2							
(b)(3)-P.L. 86-36 (b)(6)			1							
			2							

(b)(3)-P.L. 86-36

REG	32.5	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	47.5	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON																X		
TUE																X		
WED	0830	1700							8									
THU	0838	1710							8	0815	1230						X	4.25
FRI	0807	1640							8	0815	1230						X	4.25
SAT																		

REMARKS

[redacted] 12/17/2012

(b)(6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025	[redacted]	

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K, SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
[redacted]	[redacted]	12/27/2012	X

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Release 20150404
NSA 07019

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			01/12/13	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0730	1600

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT				LH 0											
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	54	RG	1		6			8	8	
			2			8	8	8	8	
Holiday Leave	8	LH	1			8.00				
			2							
Annual Leave	16	LA	1				8.00			
			2		8.00					
Administrative Leave	2	LN	1		2.00					
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	54	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	26	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0800	1400						X	6									
TUE							X			0815	1645							8
WED										0800	1630							8
THU	0815	1645							8	0825	1700							8
FRI	0815	1645							8	0820	1650							8
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K, SID, SID, ORG, Agency to sign)

CERTIFIER'S SIGNATURE

Sent to payroll on: 01/15/2013

Entered in DCPS: X

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Released 20 1004
NSA 07520

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			01/26/13	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0730	1600

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT										LH 0					
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours - Graded	66.75	RG	1		8	8	8	8	8	
			2			5	8.75	6	7	
Holiday Leave	8	LH	1							
			2		8.00					
Sick Leave	2.25	LS	1							
			2			2.25				
Administrative Leave	1.5	LN	1							
			2					0.50	1.00	
Annual Leave	1.5	LA	1							
			2					1.50		

(b) (3)-P.L. 86-36
(b) (6)

A/L		S/L		COMP		CRED		LWOP		TIME OFF		MIL		TRAVEL COMP		Projected A/L	

REG	66.75	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	13.25	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0815	1645							8							X		
TUE	0830	1700							8	1230	1730						X	5
WED	0815	1645							8	0815	1730							8.75
THU	0830	1700							8	1030	1700							6
FRI	0830	1700							8	0805	1535							7
SAT																		

(b) (3)-P.L. 86-36

REMARKS
20130124-LN-Code Yellow-Delayed Opening
20130125-LN-Early Release

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/M, SID, SID, ORG, Agency to sign)

CERTIFIER'S SIGNATURE

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Release 2013-004
NSA-0921

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			02/09/13	

TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req	Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N			0730	1600

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	68	RG	1		5	8	8	8	8	
			2		7	8	8	8		
Annual Leave	9	LA	1							
			2		1.00				8.00	
Administrative Leave	3	LN	1		3.00					
			2							
			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	68	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	12	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	1100	1630							5	0825	1600							7
TUE	0810	1640							8	0850	1730							8
WED	0825	1700							8	0810	1640							8
THU	0825	1700							8	0815	1645							8
FRI	0815	1645							8									
SAT																		

REMARKS
20130128-LN-Code Yellow-Delayed Opening

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/R, SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		02/11/2013	X

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Released 20110104
NSA C1922

Doc ID: 6660930

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

Privacy Act Statement: See 'Go E-Timesheets' for current statement

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) *Req: N	DIST (Org) *Req		02/23/13	
STD JON			Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From) 0730	(To) 1600

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	5														80.00
TYPE/SHIFT										LHD					
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	68.5	RG	1		8	8	8	8	8	
			2			4.5	8	8	8	
Sick Leave	3.5	LS	1							
			2			3.50				
Holiday Leave	8	LH	1							
			2		8.00					
			1							
			2							
			1							
			2							

(b) (3)-P.L. 86-36

REG	68.5	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	11.5	NP/LV	

	WEEK 1 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0830	1700							8							X		
TUE	0818	1700							8	0815	1245						X	4.5
WED	0810	1645							8	0811	1645							8
THU	0814	1645							8	0810	1640							8
FRI	0810	1645							8	0807	1640							8
SAT																		

REMARKS

(b) (3)-P.L. 86-36
(b) (6)

CERTIFICATION: Attendances and absences certified correct. Overtime approved in accordance with existing laws and regulations. For non-exempt FLSA, I did not suffer or permit any overtime work other than as reported for this pay period.

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
769-8025		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		02/25/2013	X

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
Declassify On:

UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~
CLASSIFICATION ** Required to apply Digital Signature

Release: 20[illegible]04
NSA 07523

APPENDIX D

(U) 6 November 2012 MFR

(b)(3)-P.L. 86-36
(b)(6)

MEMORANDUM FOR THE RECORD **5 November 2012**

SUBJECT: [redacted] (b)(3)-P.L. 86-36

This Memorandum for the Record is being provided to you as a result of your continued sleeping on duty. [redacted] Deputy Chief at [redacted] is also in attendance.

On 6 September 2012, I verbally counseled you regarding your sleeping on duty while at your desk and while at meetings, in an effort to correct your misconduct. However, your sleeping on duty has continued. Most recently, I was informed that you were sleeping during a [redacted] meeting on 17 October 2012.

During the 6 September 2012 verbal counseling session, I also discussed your spending excessive time during your duty hours reading pages on the Internet and Intranet. I instructed you to limit these non work related activities to your lunch period. However, since this counseling session, I have witnessed your excessive reading of non work related books during your duty hours on many occasions.

In accordance with DoD Joint Ethics Regulations (JER) 5500.7-R, an employee shall use official time in an honest effort to perform official duties. Sleeping on duty and reading non work related materials do not constitute putting forth honest effort towards performing official duties, and is considered misconduct.

My expectation is that you conduct yourself in a responsible and professional manner at work, to include staying awake during duty hours and limiting personal reading to your lunch period.

You are reminded that you are currently serving your trial period at NSA. Your management uses this trial period to assess your qualifications and suitability for continued employment. The trial period also allows your management to terminate your appointment if your performance, conduct, or attendance does not meet acceptable standards.

If there is anything preventing you from staying awake during your duty hours, please inform your management immediately so appropriate action can be taken. This documentation will be retained in your supervisors' files. If further administrative action is needed, this documentation can be used as supporting documentation in the subsequent action.

[redacted]
Chief
[redacted]

I HEREBY ACKNOWLEDGE RECEIPT OF THIS MEMORANDUM:

_____ _____
Employee Signature Date

_____ _____
Witness Signature Date

Release: 2019-04
NSA:07925

APPENDIX E

(U) E-mail from [redacted] to [redacted]

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07926

[redacted]

From: [redacted]
Sent: Friday, November 09, 2012 12:24 PM
To: [redacted]
Subject: RE: (U) Reading materials

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

I forgot one other point:

3. Cell phones – as always please make sure that phones at the lobby are on mute or turned off. Cell phone use is limited to lunch break only. There are many contractors that use phones for work purposes (we are told); however management has noticed that certain individuals are always there. Please be mindful…

From: [redacted]
Sent: Friday, November 09, 2012 9:28 AM
To: [redacted]
Subject: (U) Reading materials

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

(b)(3)-P.L. 86-36

Good Morning Team,

I wanted to bring few discussion points that came up in my weekly meeting with upper management.

1. Reading non work related material should be limited to your lunch break only. This includes magazines, newspapers, books or any other non work related material. I would ask that we also limit our non work related activities (internet including). Please be reasonable and let me know if you need additional responsibilities or anything else.

2. Smoke breaks…There will be an email sent to [redacted] workforce soon, which will address this issue. However, I believe that it will have to be done during your lunch break as well (not 100% positive).

Please, let me know if you have any questions.

Thank you,

[redacted]
==========
[redacted]
769-8021(s) [redacted]
==========

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2019-04
NSA:07927

APPENDIX F

(U) E-mail from [redacted] to [redacted]

(b)(3)-P.L. 86-36

Release: 2019-04
NSA:07928

[redacted]

From [redacted]
Sent: Thursday, December 06, 2012 2:27 PM
To: [redacted]
Subject: (U) A reminder and update on [redacted] policies, procedures, etc
Importance: High

(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Good afternoon,

It's been awhile since [redacted] and I relayed some of the basic practices, policies and procedures for [redacted]
Please ask for clarification if anything is unclear:

1) Our core hours are 10:00 AM -2:00 PM. This means all employees must report by 10:00 AM unless you have an excused absence or some other reason (approved by management) that prohibits your arrival before 10:00 AM.
2) While your organization might have a lot of work and you think credit hours are a viable option, you can't "just work them" without management approval – in advance. OR if you are caught here late (i.e. due to a snafu with DCPS and you are trying to run payroll), call management at that time or advise them first thing in the morning that you had to stay.
3) While it is educational to take tours, take classes, etc., PLEASE balance that activity with your need to be here at work. Remember that management approval is required for *all* tours and training.
4) Please manage your "on-line" time for personal use.
5) Reading (for pleasure) on the job is only during lunch time. NO OTHER. I don't care if [redacted] is down…there are always other things to do.
6) If you find you don't have enough to do, get up and ask for work. We all need help.
7) And….if you must smoke (and I know this applies to only a few employees), you are limited to two official 10-minute smoke breaks, plus whatever you decide to do during your 30 minute lunch time. If you want to smoke more than that, you'll need to sign in and out and take leave. If you don't smoke – you don't get the official smoke time. Sorry. I would not recommend taking up smoking to get that time. It really isn't healthy.

Any questions? Did I miss anything? Please let me know and thanks.

[redacted]

[redacted]

769-8135 (s)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2019-04
NSA:07929

APPENDIX G

(U) Response to Tentative Conclusions

[redacted]

From: [redacted]
Sent: Tuesday, September 03, 2013 2:03 PM
To: [redacted]
Subject: RE: (U) OIG Tentative Conclusions

(b)(3)-P.L. 86-36

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Hello [redacted]

I would like to say on my behalf that I although I never had any intentions on violating any policies my actions reflected otherwise. I deeply regret these actions and have been taking steps to correct these issue since they were been brought to my attention by management, before our initial meeting/interview. As I stated in the interview I will gladly repay the debt I owe and am hoping an arrangement can be made. My actions are not a reflection on the quality of my work as I have and will continue to meet and try to exceed, the needs of the customers and my team. I appreciate the opportunity to respond to inquiry and hopefully can and will be allowed to continue to show improvement and make the necessary changes in the areas addressed by management.

Respectfully submitted,

[redacted]

(b)(3)-P.L. 86-36
(b)(6)

(U//~~FOUO~~)

Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

Release: 2019-04
NSA:07931