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**NATIONAL SECURITY AGENCY/CENTRAL SECURITY  
SERVICE**



**INSPECTOR GENERAL**

**REPORT OF INVESTIGATION**

**9 April 2015**

**IV-14-0104**

**Alleged Labor Mischarging**

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*Classified By:* [redacted]

Derived From: NSA/CSSM I-52

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## **(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**

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(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.

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**I. (U) SUMMARY**

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(U//FOUO) This investigation was conducted in response to a complaint received by the Office of the Inspector General (OIG) alleging that [redacted] an NSA contractor employee of [redacted] subcontractor to [redacted] may have submitted false labor hour charges while working on NSA contract [redacted]. Initially, on 4 March 2014, the OIG referred the preliminary findings to [redacted] requesting [redacted] to determine if [redacted] could mitigate any of the discrepant hours because the preliminary discrepant hours did not meet the OIG's threshold for investigation. [redacted] response to the OIG concerning the discrepancies was not sufficient, and subsequently, the OIG opened an investigation into the matter.

(U//FOUO) The OIG concluded, based on the preponderance of the evidence, that during the period of 15 October 2012 through 31 December 2013, [redacted] knowingly and willfully claimed false labor charges on her company timesheets, totaling 151.75 hours. Her actions violated 18 U.S.C. §§ 287 and 1001, and 31 U.S.C. § 3802; and likely caused [redacted] to violate FAR 31.201-2 thereby reducing allowable costs and payments under FAR 52.216-7.

(U//FOUO) Based upon labor rates provided to the OIG, the 151.75 discrepant hours claimed by [redacted] equates to an approximate loss to the Agency of \$12,640.78. A summary of the investigative findings will be forwarded to the prime contractor and the Maryland Procurement Office (BA3). The OIG will also provide a summary of the investigative findings to the Associate Directorate for Security and Counterintelligence (ADS&CI), Special Actions (Q242).

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## II. (U) BACKGROUND

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### (U) Introduction

(U//FOUO) [redacted] has been a contractor employee at NSA since August 2005, and currently supports [redacted] Division. During the period of [redacted] through [redacted] [redacted] was assigned to support [redacted] [redacted] Office, and worked on contract [redacted] Technical Task Order (TTO) [redacted] as a [redacted]

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### (U) Applicable Authorities

(U//FOUO) The investigation looked at possible violations of the following authorities. Full citations are contained in Appendix A.

- (U) 18 U.S.C. § 1001 – Statements or Entries Generally
- (U) 18 U.S.C. § 287 – False, Fictitious or Fraudulent Claims
- (U) 31 U.S.C. § 3802 – False Claims and Statements; liability
- (U) FAR 31.201-2 – Determining Allowability
- (U) FAR 52.216-7 – Allowable Cost and Payment

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**III. (U) FINDINGS**

(U//~~FOUO~~) **ALLEGATION:** Did [redacted] knowingly and willfully submit false timesheets<sup>1</sup> to her company in violation of 18 U.S.C. §§ 1001 and 287, and 31 U.S.C. § 3802, causing the government to be billed for labor hours she did not actually perform; and likely causing [redacted] to violate FAR 31.201-2 thereby reducing allowable costs and payments under FAR 52.216-7?

(U//~~FOUO~~) **CONCLUSION:** Substantiated.

**(U) Evidence****(U) Documentary Evidence**

(U//~~FOUO~~) Contract [redacted] was obtained and reviewed. The contract is attached at Appendix B, and states:

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(U) . . . Level of Effort (LOE) . . .

(e) Effort performed in fulfilling the total level of effort specified above shall only include effort in direct support of this contract and shall not include effort expended on such things as local travel to and from an employee's usual work location, uncompensated effort while on travel status, truncated lunch periods, work (actual or inferred) at the employee's residence or other non-work location, or other effort which does not have a specific and direct contribution to tasks described herein.

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(U) Place of Performance: Government Installation

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(U//~~FOUO~~) **Timesheets.** On 27 February 2014, [redacted] Principal Contracts Manager, [redacted] provided the OIG [redacted] timesheets covering the period 15 October 2012 through 31 December 2013, and provided [redacted] labor rate of \$83.30 per hour and a copy of [redacted] Employee Handbook and Policy Manual. The timesheets show the number of hours [redacted] claimed to work each day on [redacted] and demonstrates that those same hours were charged to the contract. The Employee Handbook and Policy Manual contains a timekeeping section that states accurate record keeping of time worked is the responsibility of every [redacted] employee. It also

<sup>1</sup> (U//~~FOUO~~) The false statements on the timesheets submitted by [redacted] to [redacted] then to [redacted] and finally to NSA, which were subsequently paid by NSA, are matters within the jurisdiction of the executive branch under 18 U.S. Code § 1001. See *U.S. v. Jackson*, 608 F.3d 193 (4<sup>th</sup> Cir. 2010), cert. denied, 131 S. Ct. 999 (2011).

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states that time worked is all the time actually spent on the job performing assigned duties. The timesheets and Employee Handbook and Policy Manual are attached at Appendix C.

(U//FOUO) [redacted] response to **OIG referral**. On 4 March 2014, the OIG sent a letter to [redacted] informing them that the OIG compared [redacted] labor charges to time spent within NSA spaces for the period of 15 October 2012 through 31 December 2013 and identified 144.00 discrepant hours. The OIG asked [redacted] to determine if any of the discrepant hours can be mitigated. On 18 April 2014, in response to the OIG's referral, [redacted] Deputy General Counsel for [redacted] sent the OIG a letter with four attached emails. The letter explained that [redacted] was unable to access her high side emails or calendar because she was transitioning to a different program at NSA. As a result, [redacted] did not finish her review of the alleged discrepant hours. Their ongoing internal investigation indicated that [redacted] work on [redacted] required her to attend meetings at various government sites and to coordinate the execution of hardcopy documents. [redacted] and [redacted] Senior Director, [redacted] contractor, provided the OIG copies of emails to support [redacted] coordination of hardcopy documents and meetings. The emails show that [redacted] attended meetings or picked up packages in NSA buildings. Since the OIG analysis already gave [redacted] credit for time within NSA buildings and travel time between NSA buildings, their emails did not mitigate any of the discrepant hours. [redacted] response and [redacted] email are attached at Appendix D.

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(U//FOUO) **NSA access control records**. NSA access control records for [redacted] covering the period 15 October 2012 through 31 December 2013 (253 work days) were obtained and compared to her timesheets for that same period. The initial analysis provided to [redacted] on 4 March 2014, revealed 144.00 discrepant hours. Further analysis of [redacted] NSA access control records and timesheets revealed additional midday gaps that increased the discrepancies to 154.00 hours. [redacted] was given credit for travel between the [redacted] and other NSA buildings and credit for delivering and picking up packages outside of NSA buildings. These credits reduced the discrepancies to 151.75 hours. The final analysis revealed 151.75 discrepant hours where [redacted] claimed she worked more hours than records reflect she was within access controlled spaces on 127 (50%) of the 253 work days. Further, the analysis revealed that a majority of the discrepant hours were a result of midday breaks. The analysis is attached at Appendix E.

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(U//FOUO) [redacted] **explanations for the discrepant hours**. On 10 July 2014, [redacted] emailed the OIG a list of 36 days that she determined contain discrepancies due to mistakes she made on her timesheets. [redacted] used her personal and work calendar, Instant Message (IM) logs, and emails to determine what she was doing outside of NSA on the 36 days. [redacted] listed the amount of discrepant hours that were identified in the OIG analysis for each of the 36 days and made a comment next to each day with an explanation for the discrepancy. All of [redacted] explanations are related to personal activities. Below are samples from her list.

- "19 April 2013 - 2.25 - Outside appointment; left early for the day; recorded time incorrectly."

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- “6 May 2013 – 2.0 – Left early [redacted] recorded time incorrectly.”
- “7 May 2013 – 3.0 – Typo – Meant to be 6 not 9.”

(U//FOUO) The 36 days account for 78.50 of the 151.75 discrepant hours. She was unable to find explanations for the remaining discrepant hours. Her email is attached at Appendix F.

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(U//FOUO) [redacted] also provided nine dates in which she stated she had undercharged the contract. Seven of the dates she listed were already noted in the OIG’s analysis at Appendix E. The other two dates contained no discrepancies on the OIG’s analysis, and therefore, there was no overcharge or undercharge on those dates.

(U//FOUO) Email from [redacted] about [redacted] On 25 August 2014, the OIG emailed [redacted] requesting her to provide the OIG an approximate timeframe she would have visited [redacted] On the 29<sup>th</sup> of August, [redacted] responded to the OIG that she does not recall the dates but they would have occurred between October 2013 and December 2013. She said the POCs for the meetings she attended at [redacted] are very high level and she would prefer they not be questioned or interviewed regarding this. Her email is attached at Appendix G.

(U//FOUO) [redacted] access records. On 26 August 2014, the OIG emailed [redacted] contractor, [redacted] Security Manager for [redacted] requesting the [redacted] access control records for [redacted] during the period of 15 October 2012 through 31 December 2013.

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[redacted] said all visitors, including cleared contractors, must sign into the visitor log book. [redacted] initially looked through the manual log books for the period of 15 October 2012 through 22 August 2013 and did not find any visits from [redacted] [redacted] asked [redacted] contractor, [redacted] to complete the search. [redacted] said that if a visitor does not manually sign in the guard at [redacted] checks their ID, confirms their clearance, and logs in the individual’s information into the visitor log. The OIG told [redacted] to focus his search on the period of October 2013 through December 2013 since that is the time period [redacted] said she would have visited [redacted] On 29 August 2014, [redacted] emailed the OIG that he searched through the visitor logs for that period and found one visit by [redacted] on 19 December 2013. [redacted] entered [redacted] at 1355 and left at 1407. These email exchanges are attached at Appendix H.

(U) Interviews:

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(U//FOUO) [redacted] was interviewed on 9 July 2014, and provided the following sworn testimony.

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(U//FOUO) [redacted] worked on various contracts in [redacted] for four years. [redacted] was assigned to [redacted] until May 2014 and currently works on a different contract in [redacted] performing similar work. On [redacted] [redacted] was a [redacted] [redacted] and was responsible for pickup and delivery of packages from various organizations, such as the [redacted] Occasionally, [redacted] hand delivered or picked up hardcopy documents from within [redacted]

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[redacted] and [redacted] infrequently, [redacted] dropped off or picked up a package outside of [redacted] or [redacted] to avoid having to find a parking spot. [redacted] usually met [redacted] or [redacted] outside [redacted] or [redacted] and she always immediately returned to [redacted]. [redacted] usually drove her personal car but occasionally she took the Round Robin bus or rode in a Government vehicle with a coworker. [redacted] attended a few meetings at [redacted] and always used a visitor badge to enter. [redacted] is not sure how often she visited [redacted] for meetings but will try to locate those dates.

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(U//FOUO) During the period under investigation, [redacted] was a smoker. [redacted] took about two smoke breaks a day for approximately five minutes each time. [redacted] used the back door of the [redacted] building to get to the smoking area. The back door allows individuals to exit without swiping their badge and only one person has to swipe their badge to enter while others can follow in without swiping their badge. [redacted] also used this door to walk to [redacted] or [redacted] because it was a more direct route than using the front door of [redacted]. [redacted] always used the front door of [redacted] when she drove to [redacted] or [redacted].

(U//FOUO) [redacted] went out to lunch during the workday about four times in the last two years. [redacted] usually ate at her desk. Occasionally, [redacted] had "parking lot conversations" with coworkers and [redacted] considered those conversations as work related time. These conversations happened in the morning, midday, and after work.

(U//FOUO) In June 2013, [redacted] asked [redacted] about her time and attendance because [redacted] Chief of Staff, [redacted] questioned the accuracy of [redacted] labor hours. Prior to June 2013, [redacted] tried to remember the hours she worked at the end of each week and adjusted her time accordingly for early departures or leaving the building to handle personal matters. [redacted] admits that her timekeeping was poor because she did not keep a daily track of it. Beginning in June 2013, [redacted] kept a daily log of her time.

(U//FOUO) [redacted] was interviewed on 31 July 2014, and provided the following sworn testimony.

(U//FOUO) [redacted] has worked in [redacted] for three to four years and works in [redacted] and [redacted] had the same positions but [redacted] was a "lower level." [redacted] worked with [redacted] on a daily basis, usually communicating via email or telephone. About once every four months, [redacted] dropped off a package to [redacted] outside of [redacted]. When [redacted] dropped off a package to [redacted] outside, they spoke for less than 15 minutes. [redacted] may have dropped off other packages to [redacted]. [redacted] attended monthly meetings in the OPS buildings and assisted with monthly orientations that occurred in [redacted]. [redacted] is not aware of any external work that [redacted] conducted.

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(U//FOUO) [redacted] was interviewed on 4 August 2014, and provided the following sworn testimony.

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(U//FOUO) [redacted] was the [redacted] Registry point of contact in [redacted] from November 2010 through December 2013. During that time period, [redacted] was the [redacted] POC. [redacted] only met [redacted] two or three times. [redacted] communicated with [redacted] via email, telephone, or instant messenger to discuss [redacted] actions. [redacted] never met [redacted] outside of [redacted]. [redacted] always met [redacted] in her office in [redacted] to pickup or drop off a package, and it is unlikely she ever met with someone other than [redacted] for their packages. The [redacted] Registry POC, [redacted] was usually present when [redacted] picked up or dropped off packages in [redacted]. [redacted] attended two of three SID Registry meetings in [redacted]. [redacted] is friends with [redacted] on Facebook but only considers [redacted] an acquaintance.

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### (U) Analysis and Conclusions

(U//FOUO) According to 18 U.S.C. § 287, individuals are prohibited from making or presenting any claim upon or against the United States knowing such claim to be false, fictitious, or fraudulent. Similarly, 18 U.S.C. §1001 prohibits knowingly and willfully making any materially false, fictitious, or fraudulent statement or representation, or making or using any false writing or document knowing the same to contain any materially false, fictitious, or fraudulent statement or entry. Additionally, 31 U.S.C. § 3802 prohibits any person from making, presenting, or submitting a false fictitious or fraudulent claim. 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.

(U//FOUO) The initial analysis of [redacted] NSA access control records and timesheets revealed 154.00 discrepant hours. [redacted] testified that she met [redacted] and [redacted] outside of [redacted] and [redacted] when she did not want to find a parking spot. [redacted] estimated that she met [redacted] outside of [redacted] about once every four months and [redacted] testified that she never met [redacted] outside. Based on [redacted] testimony that they met outside about once every four months, the OIG determined that during the period of 15 October 2012 through 31 December 2013 (14 ½ months), [redacted] might have delivered or picked up a package outside of [redacted] on four occasions. Since this time would appear as midday gaps on the analysis, the OIG credited [redacted] 2.00 hours and an additional 0.25 for travel time to [redacted] that was not initially credited to her. These credits reduced the discrepancies to 151.75 hours.

(U//FOUO) [redacted] testified that she attended a few meetings at [redacted] and emailed the OIG that she attended these meetings during the period of October 2013 and December 2013. The analysis showed that she entered [redacted] on 19 December 2013 and she received credit for that time. The [redacted] access control point of contact only found one visitor log for [redacted] which was for 19 December 2013.

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(U//FOUO) While [ ] testified that she considered her "parking lot conversations" as work time, the OIG did not give her credit for conversations that may have occurred outside of [ ]. The contract states that effort performed in fulfilling the total level of effort "shall only include effort in direct support of this contract and shall not include effort expended on such things as local travel to and from an employee's usual work location, . . . work (actual or inferred) at the employee's residence or other non-work location, or other effort which does not have a specific and direct contribution to tasks described herein." There is no evidence to support that her conversations in the parking lot, which she claimed occurred in the morning, midday, and after work, had a specific and direct contribution to her assigned tasks or could be considered effort in direct support of the contract.

(U//FOUO) Further, [ ] testified that she was a smoker and used the [ ] back door that allowed individuals to exit without swiping their badge and enter as a group with only one person swiping their badge. If she used the back door for any of her smoke breaks, the OIG analysis would not have captured all of those breaks taken outside the building because there would be no record of [ ] exits and entries through the back door.

(U//FOUO) Lastly, [ ] provided the OIG a list of 36 days that she determined contained discrepant hours due to her claiming work hours on her timesheet for time she was conducting personal activities. While [ ] was unable to determine what the remaining discrepant hours were a result of, there is no evidence to indicate that the remaining hours are a result of [ ] performing work-related activities outside of NSA access controlled facilities.

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(U//FOUO) The final analysis revealed 151.75 discrepant hours where [ ] claimed that she worked more hours than records reflect she was within access controlled spaces on 127 (50%) of 253 days. Notably, 113 of the 127 days containing discrepant hours occurred during the period of 15 October 2012 through 31 May 2013 (133 work days). This indicates that [ ] significantly improved her timekeeping after she was notified by [ ] in June 2013 that [ ] was questioning the accuracy of her labor hours. Furthermore, the fact that discrepancies occurred about 85% of the days analyzed prior to [ ] becoming aware of [ ] attention to her timekeeping, suggests [ ] at the very least acted with reckless disregard that she was submitting false timesheets and knowingly charged more time than she worked.

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(U//FOUO) FAR 31.201-2(d) states that "[a] contractor is responsible for accounting for costs appropriately and for maintaining records, including supporting documentation, adequate to demonstrate that costs claimed have been incurred, are allocable to the contract, and comply with applicable cost principles in this subpart and agency supplements. . . ." By failing to accurately document her work hours, [ ] likely caused [ ] to violate FAR 31.201-2, thereby reducing allowable costs and payments under FAR 52.216-7.

(U//FOUO) The preponderance of the evidence supports the conclusion that from 15 October 2012 through 31 December 2013, [ ] knowingly and willfully claimed 151.75 hours on an NSA contract that were not actually performed. Her actions violated 18 U.S.C. §§ 287 and 1001, and 31 U.S.C. § 3802, and likely caused [ ] to violate FAR 31.201-2 thereby reducing allowable costs and payments under FAR 52.216-7.

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**IV. (U) RESPONSE TO TENTATIVE CONCLUSION**

(U//FOUO) On 11 March 2015, the OIG notified [redacted] of the tentative conclusion. On 12 March 2015, [redacted] emailed the OIG the following response.

As stated before, I made a mistake of poor timekeeping. In June, when this issue was raised, I started to log my hours and practice better timekeeping skills. Our timekeeping system does not ask to track start/end time. As I have stated previously there have been numerous occasions when I am stopped outside of the confirm area to discuss work. These discussions are in regards to status updates on projects regarding location of paperwork, ideas for future work and various other topics. My organization is split into two buildings so employees going back and forth between meetings in those buildings ran into me on the way in or out and stopped me to discuss any topic above. This happened and continues to happen frequently. Other than me stating the fact and the admittance that I had poor timekeeping skills and days I had to stop outside of confirm because a government employee stopped me I cannot "prove" anything else.

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I was stating that due to the fact I had under charges as well as over charges that I did not fill my timecard in purposely overcharging the government in any way and it was a true and honest mistake. For those times/dates that I am unable to prove, I cannot give any other proof unless I had a camera showing me in the parking lot. I was simply asking if the statement/reasoning that the OIG is providing saying, "knowingly and willfully claimed false labor charges" can be changed to mistakes were provided. Also, please don't take this as an excuse, but the unfortunate truth is during the dates where the majority of the time was incorrect was during the time [redacted]

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[redacted] so I do understand the high possibility of my mistakes when recording my time. I can promise these were not on purpose.

(U//FOUO) [redacted] response provided no new information relative to the conclusion or requiring additional investigation; therefore, the conclusion remains unchanged. [redacted] email is attached at Appendix I.

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**V. (U) CONCLUSION**

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(U//~~FOUO~~) The preponderance of the evidence supports the conclusion that from 15 October 2012 through 31 December 2013, [redacted] knowingly and willfully claimed 151.75 hours on an NSA contract that were not actually performed. Her actions violated 18 U.S.C. §§ 287 and 1001, and 31 U.S.C. § 3802, and likely caused [redacted] to violate FAR 31.201-2 thereby reducing allowable costs and payments under FAR 52.216-7.

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### VI. (U) DISTRIBUTION OF RESULTS

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

A. Q242, ADS&CI, Special Actions, for information.

B.  for information.

C. BA3, Maryland Procurement Office, to recover the funds due to the government.

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Investigator

Concurred by:

Deputy Assistant Inspector General  
for  
Investigations

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## **APPENDIX A**

**(U) Applicable authorities**

*Personnel Privileged Information*  
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~~TOP SECRET//SI//NOFORN~~**(U) 18 U.S.C. § 1001 — Statements or Entries Generally**

- (a) Except as provided in this section, whoever, in any matter within the jurisdiction of the executive ... branch of the Government of the United States, knowingly and willfully—
- (1) falsifies, conceals, or covers up by any trick, scheme, or device a material fact;
  - (2) makes any materially false, fictitious, or fraudulent statement or representation; or
  - (3) makes or uses any false writing or document knowing the same to contain any materially false, fictitious, or fraudulent statement or entry ;
- shall be fined under this title, imprisoned not more than 5 years or ... both.

**(U) 18 U.S.C. § 287 — False, Fictitious or Fraudulent Claims**

Whoever makes or presents to any person or officer in the civil, military, or naval service of the United States, or to any department or agency thereof, any claim upon or against the United States, or any department or agency thereof, knowing such claim to be false, fictitious, or fraudulent, shall be imprisoned not more than five years and shall be subject to a fine in the amount provided in this title.

**(U) 31 U.S.C. § 3802 – False Claims and Statements; liability**

(a)(1) Any person who makes, presents, or submits, or causes to be made, presented, or submitted, a claim that the person knows or has reason to know—

- (A) is false, fictitious, or fraudulent;
- (B) includes or is supported by any written statement which asserts a material fact which is false, fictitious, or fraudulent;
- (C) includes or is supported by any written statement that—
  - (i) omits a material fact;
  - (ii) is false, fictitious, or fraudulent as a result of such omission; and
  - (iii) is a statement in which the person making, presenting, or submitting such statement has a duty to include such material fact; or
- (D) is payment for the provision of property or services which the person has not provided as claimed;

shall be subject to, in addition to any other remedy that may be prescribed by law, a civil penalty of not more than \$5,000 for each such claim. Except as provided in paragraph (3) of this subsection, such person shall also be subject to an assessment, in lieu of damages sustained by the United States because of such claim, of not more than twice the amount of such claim, or the portion of such claim, which is determined under this chapter to be in violation of the preceding sentence.

(2) Any person who makes, presents, or submits, or causes to be made, presented, or submitted, a written statement that –

- (A) the person knows or has reason to know—
  - (i) asserts a material fact which is false, fictitious, or fraudulent; or
  - (ii) (I) omits a material fact; and
  - (II) is false, fictitious, or fraudulent as a result of such omission;
- (B) in the case of a statement described in clause (ii) of subparagraph (A), is a statement in which the person making, presenting, or submitting such statement had a duty to include such material fact; and
- (C) contains or is accompanied by an express certification or affirmation of the truthfulness and accuracy of the contents of the statement,

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Shall be subject to, in addition to any other remedy that may be prescribed by law, a civil penalty of not more than \$5,000 for each such statement.

**(U) Federal Acquisition Regulation 31.201-2 Determining Allowability:**

(a) A cost is allowable only when the costs complies with all of the following requirements:

- (1) Reasonableness.
- (2) Allocability.
- (3) Standards promulgated by the CAS Board, if applicable; otherwise generally accepted accounting principles and practice appropriate to the circumstances.
- (4) Terms of the contract.
- (5) Any limitations set forth in this subpart.

...

(d) A contractor is responsible for accounting for costs appropriately and for maintaining records, including supporting documentation, adequate to demonstrate that costs claimed have been incurred, are allocable to the contract, and comply with applicable cost principles in this subpart and agency supplements. The contracting officer may disallow all or part of a claimed cost that is inadequately supported.

**(U) Federal Acquisition Regulation 52.216-7 Allowable Cost and Payment**

(a) Invoicing

(1) The Government will make payments to the Contractor when requested as work progresses, but (except for small business concerns) not more often than once every 2 weeks, in amounts determined to be allowable by the Contracting Officer in accordance with Federal Acquisition Regulation (FAR) Subpart 31.2 in effect on the date of this contract and the terms of this contract....

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## APPENDIX B

(U)  contract

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

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(b) (3) - P.L. 86-36  
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(b) (3) - P.L. 86-36  
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(b) (3) - P.L. 86-36  
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(b) (3) - P.L. 86-36  
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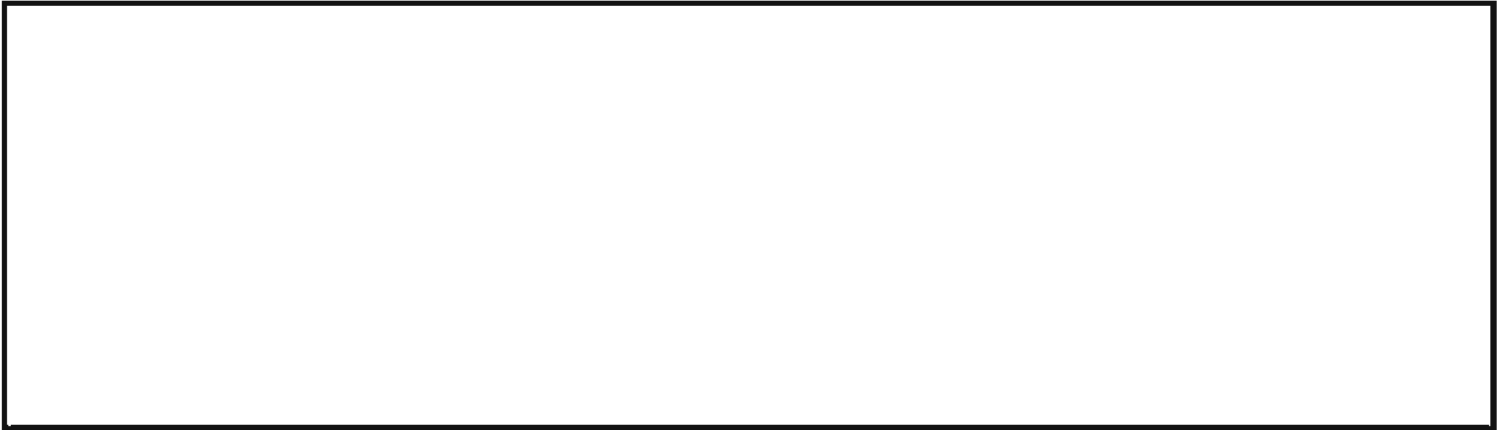
(b) (3) - P.L. 86-36  
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(b) (3) - P.L. 86-36  
(b) (4)





(b) (3)-P.L. 86-36  
(b) (4)

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## **APPENDIX C**

**(U) Timesheets**

~~TOP SECRET//SI//NOFORN~~

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

[Redacted]

**From:** [Redacted]  
**Sent:** Thursday, February 27, 2014 10:17 AM  
**To:** [Redacted]  
**Subject:** Response to: NSA OIG Inquiry  
**Attachments:** 20140220-[Redacted] Timesheets.pdf; [Redacted] 2012Timesheets.pdf

Dear [Redacted]

Please see attached requested documents. Let me know if you need additional information or have questions.

Thanks,

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

[Redacted]

(b) (6)

**From:** [Redacted]  
**Sent:** Wednesday, February 19, 2014 2:24 PM  
**To:** [Redacted]  
**Subject:** RE: NSA OIG Inquiry

[Redacted]

Sorry, I should have provided additional information in my original email. She works for [Redacted] but they are a subcontractor to [Redacted] on contract [Redacted]. We have to go through the prime to get the timesheets in order to keep the prime in the loop since in the end if there are any discrepant hours my final letter is sent to the Prime. However, if [Redacted] provides me a POC for [Redacted] that they are okay with me going through for the timesheets I can do that.

Thank you,

[Redacted]

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

[Redacted]

NSA/CSS Office of the Inspector General  
Investigator

[Redacted]

"PRIVACY SENSITIVE - Any misuse or unauthorized disclosure may lead to disciplinary action."

**From:** [redacted]  
**Sent:** Wednesday, February 19, 2014 2:20 PM  
**To:** [redacted]  
**Subject:** RE: NSA OIG Inquiry

Hi [redacted]  
[redacted] is no longer an employee here. I can pass this to the manager for contracts though. Before I do though I have a question. I looked up that name in our database. I do not see it at all or through visitor records. Are you sure she was a [redacted] employee?

(b) (6)

Thank you,

[redacted]

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

**From:** [redacted]  
**Sent:** Wednesday, February 19, 2014 11:45 AM  
**To:** [redacted]  
**Subject:** FW: NSA OIG Inquiry

[redacted]

Could you help with the below inquiry? I haven't heard back from [redacted] yet.

Thank you,

[redacted]

**From:** [redacted]  
**Sent:** Thursday, January 16, 2014 11:05 AM  
**To:** [redacted]  
**Subject:** NSA OIG Inquiry

[redacted]

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

In support of an OIG inquiry, please provide the below information on [redacted] by January 23, 2014.

- Copies of company time records (timesheets) by day for the period of January 1, 2013, through December 31, 2013. Please identify all codes on the timesheets – annual leave, sick leave, training, etc.
- The dates of employment.
- Employee labor classification and billing rate for each contract charged.
- The NSA contract number. Please include any specific TTD number or Delivery Order number .

- A copy of any timekeeping policy that the employee received.

Please do not hesitate to give me a call if you have any questions in this matter.

[Redacted] ..... [Redacted] (b) (3) - P.L. 86-36  
NSA/CSS Office of the Inspector General  
Investigator  
[Redacted]

"PRIVACY SENSITIVE - Any misuse or unauthorized disclosure may lead to disciplinary action."

CONFIDENTIALITY NOTICE: This message and any attachments or files transmitted with it (collectively, the "Message") are intended only for the addressee and may contain information that is privileged, proprietary and/or prohibited from disclosure by law or contract. If you are not the intended recipient: (a) please do not read, copy or retransmit the Message; (b) permanently delete and/or destroy all electronic and hard copies of the Message; (c) notify us by return email; and (d) you are hereby notified that any dissemination, distribution or copying of the Message is strictly prohibited.

To Whom It May Concern:

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

..... This file contains all [redacted] timesheets from Jan 1, 2013 until Dec 31, 2013. In addition, it contains copies from the Employee Manual reminding employees about their responsibilities regarding timesheets. Below is additional information requested with regard to [redacted] timesheets.

1. [redacted] was hired on [redacted] and still an employee of [redacted]

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

2. Her labor category is [redacted]

3. Her rate was \$83.30 p/h from Jan 1, 2013 until Dec 31, 2013.

(b) (3) - P.L. 86-36  
(b) (4)

Sincerely,

[redacted] Owner

(b) (6)

[Redacted]

**Timesheet**

Report Date: Feb 20, 2014 10:05:29 PM

Access Level: Administrator  
All Report Data  
Supervisor  
User

Generated By [Redacted]

Date Range: Jan 1, 2013 - Dec 31, 2013

User [Redacted]

Department (Historical): [Redacted]

Company  
Company  
Company

Approval Status: Open, Waiting, Approved

(b) (6)

Dec 29, 2012 - Jan 4, 2013

Approval Status: Approved

Regular Time @1.00 24.00

Total Hours: 24.00

Billable Hours: 24.00

Overtime Hours: 0.00

Banked Hours Deposited: 0.00

Project / Task	Billing	S 29	S 30	M 31	T 1	W 2	T 3	F 4	Total
[Redacted]	[Redacted]			0.00					0.00
[Redacted]	[Redacted]				0.00	9.00	6.00	9.00	24.00
<b>Total</b>		0.00	0.00	0.00	0.00	9.00	6.00	9.00	24.00

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

**Approval Details**

User	Status	Date	Comment
[Redacted]	Submitted	Jan 5, 2013 10:21:28 AM	
[Redacted]	Approved	Jan 5, 2013 12:32:28 PM	
[Redacted]	Approved	Jan 5, 2013 12:32:28 PM	

(b) (3) - P.L. 86-36  
(b) (4)

Jan 5, 2013 - Jan 11, 2013

Approval Status: Approved

Regular Time @1.00 40.00

Total Hours: 40.00

Billable Hours: 40.00

Overtime Hours: 0.00

Banked Hours Deposited: 0.00

Project / Task	Billing	S 5	S 6	M 7	T 8	W 9	T 10	F 11	Total
[Redacted]	[Redacted]			0.00	10.00	10.00	10.00	10.00	40.00
<b>Total</b>		0.00	0.00	0.00	10.00	10.00	10.00	10.00	40.00

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

**Approval Details**

User	Status	Date	Comment
[Redacted]	Submitted	Jan 11, 2013 11:13:43 PM	
[Redacted]	Approved	Jan 13, 2013 8:09:10 AM	
[Redacted]	Approved	Jan 13, 2013 8:09:10 AM	

[Redacted]

[Redacted]  
Jan 12, 2013 - Jan 18, 2013  
Approval Status: Approved

(b) (6)

(b) (3) - P.L. 86-36  
(b) (4)

Regular Time @1.00 35.00  
Total Hours: 35.00  
Billable Hours: 35.00  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 12	S 13	M 14	T 15	W 16	T 17	F 18	Total
[Redacted]	[Redacted]			0.00	10.00	7.00	10.00	8.00	35.00
Total		0.00	0.00	0.00	10.00	7.00	10.00	8.00	35.00

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Jan 18, 2013 10:12:05 AM	
[Redacted]	Approved	Jan 18, 2013 1:05:31 PM	
[Redacted]	Approved*	Jan 18, 2013 1:05:31 PM	

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

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

[Redacted]  
Jan 19, 2013 - Jan 25, 2013  
Approval Status: Approved

Regular Time @1.00 34.50  
Total Hours: 34.50  
Billable Hours: 34.50  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 19	S 20	M 21	T 22	W 23	T 24	F 25	Total
[Redacted]	[Redacted]			0.00	9.50	10.00	6.50	8.50	34.50
Total		0.00	0.00	0.00	9.50	10.00	6.50	8.50	34.50

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Jan 25, 2013 7:47:46 PM	
[Redacted]	Approved	Jan 28, 2013 5:53:15 AM	
[Redacted]	Approved	Jan 28, 2013 5:53:15 AM	
[Redacted]	Reopened	Jun 17, 2013 4:09:01 PM	
[Redacted]	Submitted	Jun 17, 2013 5:32:50 PM	Hours were re-entered due to an error
[Redacted]	Approved	Jun 17, 2013 8:40:07 PM	

[Redacted]  
Jan 26, 2013 - Feb 1, 2013

Regular Time @1.00 36.00  
Total Hours: 36.00  
Billable Hours: 36.00



Approval Status: Approved

Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 26	S 27	M 28	T 29	W 30	T 31	F 1	Total
				0.00	9.50	9.00	9.50	8.00	36.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9.50</b>	<b>9.00</b>	<b>9.50</b>	<b>8.00</b>	<b>36.00</b>

Approval Details

User	Status	Date	Comment
	Submitted	Feb 2, 2013 5:10:36 AM	
	Approved	Feb 3, 2013 9:26:12 PM	
	Approved	Feb 3, 2013 9:26:13 PM	

(b) (6)

(b) (3) - P.L. 86-36  
(b) (4)

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

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

Feb 2, 2013 - Feb 8, 2013

Approval Status: Approved

Regular Time @1.00 44.00  
Total Hours: 44.00  
Billable Hours: 40.00  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 2	S 3	M 4	T 5	W 6	T 7	F 8	Total
				4.00	9.00	10.00	10.00	7.00	40.00
Company Overhead / 2013 Admin Leave	Non-Billable			4.00					4.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>9.00</b>	<b>10.00</b>	<b>10.00</b>	<b>7.00</b>	<b>44.00</b>

Approval Details

User	Status	Date	Comment
	Submitted	Feb 8, 2013 8:25:57 AM	
	Approved	Feb 8, 2013 1:05:31 PM	reviewed by
	Approved	Feb 9, 2013 7:50:45 AM	
	Approved	Feb 9, 2013 7:50:45 AM	

Feb 9, 2013 - Feb 15, 2013

Approval Status: Approved

Regular Time @1.00 45.00  
Total Hours: 45.00  
Billable Hours: 45.00  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 9	S 10	M 11	T 12	W 13	T 14	F 15	Total

[Redacted]

[Redacted]	[Redacted]				9.00	9.50	9.00	9.50	8.00	45.00
Total			0.00	0.00	9.00	9.50	9.00	9.50	8.00	45.00

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Feb 16, 2013 6:27:24 AM	
[Redacted]	Approved	Feb 16, 2013 9:08:23 AM	
[Redacted]	Approved	Feb 16, 2013 9:08:23 AM	

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

[Redacted] (b) (3) - P.L. 86-36 (b) (6)  
 Feb 16, 2013 - Feb 22, 2013  
 Approval Status: Approved  
 Regular Time @1.00 28.00  
 Total Hours: 28.00  
 Billable Hours: 28.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 16	S 17	M 18	T 19	W 20	T 21	F 22	Total
[Redacted]	[Redacted]			0.00	9.50	9.00	9.50		28.00
Total		0.00	0.00	0.00	9.50	9.00	9.50	0.00	28.00

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Feb 22, 2013 10:37:14 PM	
[Redacted]	Approved	Feb 23, 2013 10:02:38 PM	
[Redacted]	Approved	Feb 23, 2013 10:02:38 PM	

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

[Redacted] (b) (3) - P.L. 86-36 (b) (6)  
 Feb 23, 2013 - Mar 1, 2013  
 Approval Status: Approved  
 Regular Time @1.00 41.00  
 Total Hours: 41.00  
 Billable Hours: 41.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 23	S 24	M 25	T 26	W 27	T 28	F 1	Total
[Redacted]	[Redacted]			7.00	9.00	9.00	8.50	7.50	41.00
Total		0.00	0.00	7.00	9.00	9.00	8.50	7.50	41.00

Approval Details

User	Status	Date	Comment
[Redacted]			

[Redacted]

[Redacted]	Submitted	Mar 2, 2013 9:30:44 AM
[Redacted]	Approved	Mar 3, 2013 1:26:04 PM
[Redacted]	Approved	Mar 3, 2013 1:26:04 PM

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

**Mar 2, 2013 - Mar 8, 2013**

Approval Status: Approved

Regular Time @1.00 41.00  
 Total Hours: 41.00  
 Billable Hours: 33.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 2	S 3	M 4	T 5	W 6	T 7	F 8	Total
[Redacted]	[Redacted]			9.00	8.50		8.50	7.00	33.00
Company Overhead / 2013 Increment Weather	Non-Billable					8.00			8.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>9.00</b>	<b>8.50</b>	<b>8.00</b>	<b>8.50</b>	<b>7.00</b>	<b>41.00</b>

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

**Approval Details**

User	Status	Date	Comment
[Redacted]	Submitted	Mar 9, 2013 7:53:50 AM	
[Redacted]	Approved	Mar 9, 2013 5:27:19 PM	reviewed by [Redacted]
[Redacted]	Approved	Mar 10, 2013 9:05:17 AM	
[Redacted]	Approved	Mar 10, 2013 9:05:17 AM	

(b) (6)

**Mar 9, 2013 - Mar 15, 2013**

Approval Status: Approved

Regular Time @1.00 35.00  
 Total Hours: 35.00  
 Billable Hours: 35.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 9	S 10	M 11	T 12	W 13	T 14	F 15	Total
[Redacted]	[Redacted]			0.00	9.00	9.00	9.00	8.00	35.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>8.00</b>	<b>35.00</b>

(b) (3) - P.L. 86-36  
(b) (4)

**Approval Details**

User	Status	Date	Comment
[Redacted]	Submitted	Mar 16, 2013 6:50:40 AM	
[Redacted]	Approved	Mar 16, 2013 9:22:17 AM	
[Redacted]	Approved	Mar 16, 2013 9:22:17 AM	

[Redacted]

[Redacted]  
Mar 16, 2013 - Mar 22, 2013  
Approval Status: Approved

(b) (6)

Regular Time @1.00 42.00  
Total Hours: 42.00  
Billable Hours: 42.00  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 16	S 17	M 18	T 19	W 20	T 21	F 22	Total
[Redacted]	[Redacted]			8.00	8.00	9.00	9.00	8.00	42.00
Total		0.00	0.00	8.00	8.00	9.00	9.00	8.00	42.00

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Mar 22, 2013 10:40:45 PM	
[Redacted]	Approved	Mar 23, 2013 12:03:59 PM	
[Redacted]	Approved	Mar 23, 2013 12:03:59 PM	

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

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

[Redacted]  
Mar 23, 2013 - Mar 29, 2013  
Approval Status: Approved

Regular Time @1.00 34.50  
Total Hours: 34.50  
Billable Hours: 34.50  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 23	S 24	M 25	T 26	W 27	T 28	F 29	Total
[Redacted]	[Redacted]			0.00	9.00	9.50	9.00	7.00	34.50
Total		0.00	0.00	0.00	9.00	9.50	9.00	7.00	34.50

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Mar 30, 2013 6:17:46 AM	
[Redacted]	Approved	Mar 31, 2013 11:35:27 AM	
[Redacted]	Approved	Mar 31, 2013 11:35:28 AM	

(b) (3) - P.L. 86-36  
(b) (4)

[Redacted]  
Mar 30, 2013 - Apr 5, 2013  
Approval Status: Approved

Regular Time @1.00 36.00  
Total Hours: 36.00  
Billable Hours: 34.50  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S	S	M	T	W	T	F	Total
[Redacted]	[Redacted]								

[Redacted]

		30	31	1	2	3	4	5	
				0.00	9.50	9.00	8.00	8.00	34.50
Company Overhead / 2013 Staff Meeting	Non-Billable						1.50		1.50
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9.50</b>	<b>9.00</b>	<b>9.50</b>	<b>8.00</b>	<b>36.00</b>

(b) (6)

**Approval Details**

User	Status	Date	Comment
	Submitted	Apr 7, 2013 10:25:26 AM	
	Approved	Apr 8, 2013 5:15:49 AM	
	Approved	Apr 8, 2013 12:54:20 PM	reviewed by [Redacted]
	Approved	Apr 8, 2013 12:54:20 PM	

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

[Redacted]  
**Apr 6, 2013 - Apr 12, 2013**  
 Approval Status: Approved

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

Regular Time @1.00 39.00  
**Total Hours: 39.00**  
 Billable Hours: 39.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 6	S 7	M 8	T 9	W 10	T 11	F 12	Total
				8.50	9.00	5.00	9.00	7.50	39.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>8.50</b>	<b>9.00</b>	<b>5.00</b>	<b>9.00</b>	<b>7.50</b>	<b>39.00</b>

**Approval Details**

User	Status	Date	Comment
	Submitted	Apr 13, 2013 8:59:03 AM	
	Approved	Apr 14, 2013 2:16:41 PM	
	Approved	Apr 14, 2013 2:16:41 PM	

(b) (3) - P.L. 86-36  
 (b) (4)

[Redacted]  
**Apr 13, 2013 - Apr 19, 2013**  
 Approval Status: Approved

Regular Time @1.00 41.00  
**Total Hours: 41.00**  
 Billable Hours: 41.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 13	S 14	M 15	T 16	W 17	T 18	F 19	Total
				8.00	9.00	9.00	8.00	7.00	41.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>9.00</b>	<b>9.00</b>	<b>8.00</b>	<b>7.00</b>	<b>41.00</b>

[Redacted]

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Apr 20, 2013 8:50:59 AM	
[Redacted]	Approved	Apr 20, 2013 4:23:14 PM	
[Redacted]	Approved	Apr 20, 2013 4:23:14 PM	

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

(b) (6)

Apr 20, 2013 - Apr 26, 2013

Approval Status: Approved

(b) (3) - P.L. 86-36  
(b) (4)

Regular Time @1.00 18.00  
Total Hours: 18.00  
Billable Hours: 18.00  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 20	S 21	M 22	T 23	W 24	T 25	F 26	Total
[Redacted]	[Redacted]			9.00	9.00	0.00	0.00	0.00	18.00
Total		0.00	0.00	9.00	9.00	0.00	0.00	0.00	18.00

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Apr 26, 2013 9:29:01 PM	
[Redacted]	Approved	Apr 27, 2013 9:31:21 AM	
[Redacted]	Approved	Apr 27, 2013 9:31:22 AM	

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

Apr 27, 2013 - May 3, 2013

Approval Status: Approved

Regular Time @1.00 40.00  
Total Hours: 40.00  
Billable Hours: 40.00  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 27	S 28	M 29	T 30	W 1	T 2	F 3	Total
[Redacted]	[Redacted]			9.00	8.00	7.00	8.00	8.00	40.00
Total		0.00	0.00	9.00	8.00	7.00	8.00	8.00	40.00

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	May 4, 2013 7:04:47 AM	
[Redacted]	Approved	May 6, 2013 8:48:29 AM	

(b) (6)

**May 4, 2013 - May 10, 2013**

Approval Status: Approved

Regular Time @1.00 44.00  
**Total Hours: 44.00**  
 Billable Hours: 44.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 4	S 5	M 6	T 7	W 8	T 9	F 10	Total
				9.00	9.00	8.00	9.00	9.00	44.00
<b>Total</b>		0.00	0.00	9.00	9.00	8.00	9.00	9.00	44.00

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

**Approval Details**

User	Status	Date	Comment
	Submitted	May 12, 2013 7:47:54 AM	
	Approved	May 12, 2013 5:22:58 PM	
	Approved	May 12, 2013 5:22:59 PM	

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

(b) (3) - P.L. 86-36  
 (b) (4)

**May 11, 2013 - May 17, 2013**

Approval Status: Approved

**Total Hours: 0.00**  
 Billable Hours: 0.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 11	S 12	M 13	T 14	W 15	T 16	F 17	Total
				0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

**Approval Details**

User	Status	Date	Comment
	Submitted	May 17, 2013 9:24:00 AM	
	Approved	May 19, 2013 6:45:54 AM	
	Approved	May 19, 2013 6:45:54 AM	

**May 18, 2013 - May 24, 2013**

Approval Status: Approved

Regular Time @1.00 36.50  
**Total Hours: 36.50**  
 Billable Hours: 36.50  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 18	S 19	M 20	T 21	W 22	T 23	F 24	Total

[Redacted]

[Redacted]	[Redacted]			9.50	9.50	0.00	9.50	8.00	36.50	(b) (6)
		<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>9.50</b>	<b>9.50</b>	<b>0.00</b>	<b>9.50</b>	<b>8.00</b>	<b>36.50</b>

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

**Approval Details**

User	Status	Date	Comment
[Redacted]	Submitted	May 27, 2013 9:04:21 AM	
[Redacted]	Approved	May 28, 2013 6:26:58 AM	
[Redacted]	Approved	May 28, 2013 6:27:26 AM	
[Redacted]	Approved	May 28, 2013 6:27:27 AM	
[Redacted]	Approved	May 28, 2013 6:27:27 AM	

May 25, 2013 - May 31, 2013

Approval Status: Approved

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

Regular Time @1.00 22.00  
**Total Hours: 22.00**  
 Billable Hours: 22.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 25	S 26	M 27	T 28	W 29	T 30	F 31	Total
[Redacted]	[Redacted]			0.00	0.00	5.00	9.00	8.00	22.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5.00</b>	<b>9.00</b>	<b>8.00</b>	<b>22.00</b>

**Approval Details**

User	Status	Date	Comment
[Redacted]	Submitted	Jun 1, 2013 9:06:39 PM	
[Redacted]	Approved	Jun 2, 2013 8:37:22 AM	
[Redacted]	Approved	Jun 2, 2013 8:37:22 AM	

(b) (3) - P.L. 86-36  
(b) (4)

Jun 1, 2013 - Jun 7, 2013

Approval Status: Approved

Regular Time @1.00 33.00  
**Total Hours: 33.00**  
 Billable Hours: 33.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 1	S 2	M 3	T 4	W 5	T 6	F 7	Total
[Redacted]	[Redacted]			8.00	8.00	8.50	8.50	0.00	33.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.50</b>	<b>8.50</b>	<b>0.00</b>	<b>33.00</b>

**Approval Details**

User	Status	Date	Comment
[Redacted]	Submitted		
[Redacted]	Approved		
[Redacted]	Approved		



[Redacted]

User	Status	Date	Comment
[Redacted]	Submitted	Jun 7, 2013 8:45:33 AM	
[Redacted]	Approved	Jun 7, 2013 8:56:10 PM	
[Redacted]	Approved	Jun 7, 2013 8:56:10 PM	

(b) (6)

[Redacted] (b) (3) - P.L. 86-36 (b) (6)

Jun 8, 2013 - Jun 14, 2013  
Approval Status: Approved

Regular Time @1.00 32.75  
Total Hours: 32.75  
Billable Hours: 32.75  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 8	S 9	M 10	T 11	W 12	T 13	F 14	Total
[Redacted]	[Redacted]			0.00	8.00	8.50	8.50	7.75	32.75
Total		0.00	0.00	0.00	8.00	8.50	8.50	7.75	32.75

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Jun 14, 2013 5:29:53 PM	
[Redacted]	Approved	Jun 16, 2013 8:14:12 AM	
[Redacted]	Approved	Jun 16, 2013 8:14:12 AM	

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

(b) (3) - P.L. 86-36 (b) (4)

[Redacted]

Jun 15, 2013 - Jun 21, 2013  
Approval Status: Approved

Regular Time @1.00 48.50  
Total Hours: 48.50  
Billable Hours: 48.50  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 15	S 16	M 17	T 18	W 19	T 20	F 21	Total
[Redacted]	[Redacted]			10.00	9.00	9.00	11.00	9.50	48.50
Total		0.00	0.00	10.00	9.00	9.00	11.00	9.50	48.50

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Jun 21, 2013 3:36:55 PM	
[Redacted]	Approved	Jun 22, 2013 9:33:13 AM	Requested approval for [Redacted] from [Redacted] on Friday 21 June. Government Customer approved.
[Redacted]	Approved	Jun 22, 2013 9:33:13 AM	

[Redacted]

[Redacted]  
Jun 22, 2013 - Jun 28, 2013  
Approval Status: Approved

(b) (6)

Regular Time @1.00 44.25  
Total Hours: 44.25  
Billable Hours: 44.25  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 22	S 23	M 24	T 25	W 26	T 27	F 28	Total
[Redacted]	[Redacted]			9.75	10.00	8.00	8.00	8.50	44.25
Total		0.00	0.00	9.75	10.00	8.00	8.00	8.50	44.25

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Jun 28, 2013 2:32:40 PM	
[Redacted]	Approved	Jun 29, 2013 6:42:09 AM	
[Redacted]	Approved	Jun 29, 2013 6:42:09 AM	

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

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

[Redacted]  
Jun 29, 2013 - Jul 5, 2013  
Approval Status: Approved

(b) (3) - P.L. 86-36  
(b) (4)

Regular Time @1.00 8.00  
Total Hours: 8.00  
Billable Hours: 0.00  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 29	S 30	M 1	T 2	W 3	T 4	F 5	Total
[Redacted]	[Redacted]			0.00	0.00	0.00	0.00		0.00
Company Overhead / 2013 Company Offsite	Non-Billable							8.00	8.00
Total		0.00	0.00	0.00	0.00	0.00	0.00	8.00	8.00

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Jul 5, 2013 8:15:15 PM	
[Redacted]	Approved	Jul 7, 2013 11:33:54 AM	
[Redacted]	Rejected	Jul 18, 2013 10:53:05 AM	
[Redacted]	Submitted	Jul 18, 2013 9:10:16 PM	Submitted Timecard to wrong code
[Redacted]	Approved	Jul 20, 2013 8:27:13 AM	
[Redacted]	Approved	Jul 31, 2013 1:12:52 AM	reviewed by [Redacted]
[Redacted]	Approved	Jul 31, 2013 1:12:52 AM	

Jul 6, 2013 - Jul 12, 2013

Approval Status: Approved

(b) (6)

Regular Time @1.00 45.75

Total Hours: 45.75

Billable Hours: 45.75

Overtime Hours: 0.00

Banked Hours Deposited: 0.00

Project / Task	Billing	S 6	S 7	M 8	T 9	W 10	T 11	F 12	Total
				9.25	9.00	9.75	11.00	6.75	45.75
<b>Total</b>		0.00	0.00	9.25	9.00	9.75	11.00	6.75	45.75

Approval Details

User	Status	Date	Comment
	Submitted	Jul 12, 2013 5:57:19 PM	
	Approved	Jul 13, 2013 9:36:04 AM	
	Approved	Jul 13, 2013 9:36:04 AM	

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

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

Jul 13, 2013 - Jul 19, 2013

Approval Status: Approved

(b) (3) - P.L. 86-36  
(b) (4)

Total Hours: 0.00

Billable Hours: 0.00

Overtime Hours: 0.00

Banked Hours Deposited: 0.00

Project / Task	Billing	S 13	S 14	M 15	T 16	W 17	T 18	F 19	Total
				0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Approval Details

User	Status	Date	Comment
	Submitted	Jul 17, 2013 3:13:51 PM	
	Approved	Jul 20, 2013 8:27:38 AM	
	Approved	Jul 20, 2013 8:27:38 AM	

Jul 20, 2013 - Jul 26, 2013

Approval Status: Approved

Regular Time @1.00 34.00

Total Hours: 34.00

Billable Hours: 34.00

Overtime Hours: 0.00

Banked Hours Deposited: 0.00

Project / Task	Billing	S 20	S 21	M 22	T 23	W 24	T 25	F 26	Total

				0.00	8.25	9.00	9.25	7.50	34.00	
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.25</b>	<b>9.00</b>	<b>9.25</b>	<b>7.50</b>	<b>34.00</b>

**Approval Details**

User	Status	Date	Comment
	Submitted	Jul 26, 2013 9:28:52 PM	
	Approved	Jul 27, 2013 11:28:56 AM	
	Approved	Jul 27, 2013 11:28:56 AM	

(b) (6)

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

Jul 27, 2013 - Aug 2, 2013

Approval Status: Approved

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

Regular Time @1.00 35.50  
**Total Hours: 35.50**  
 Billable Hours: 35.50  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 27	S 28	M 29	T 30	W 31	T 1	F 2	Total
				8.50	8.25	6.50	5.25	7.00	35.50
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>8.50</b>	<b>8.25</b>	<b>6.50</b>	<b>5.25</b>	<b>7.00</b>	<b>35.50</b>

**Approval Details**

User	Status	Date	Comment
	Submitted	Aug 2, 2013 4:08:14 PM	
	Approved	Aug 3, 2013 6:25:08 AM	
	Approved	Aug 3, 2013 6:25:08 AM	

(b) (3) - P.L. 86-36  
(b) (4)

Aug 3, 2013 - Aug 9, 2013

Approval Status: Approved

Regular Time @1.00 30.25  
**Total Hours: 30.25**  
 Billable Hours: 30.25  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 3	S 4	M 5	T 6	W 7	T 8	F 9	Total
				0.00	8.25	9.00	8.00	5.00	30.25
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.25</b>	<b>9.00</b>	<b>8.00</b>	<b>5.00</b>	<b>30.25</b>

**Approval Details**

User	Status	Date	Comment
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	Submitted	Aug 9, 2013 11:29:41 AM
	Approved	Aug 10, 2013 7:22:34 AM
	Approved	Aug 10, 2013 7:22:34 AM

(b) (6)

**Aug 10, 2013 - Aug 16, 2013**

Approval Status: Approved

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

Regular Time @1.00 44.75  
**Total Hours: 44.75**  
 Billable Hours: 44.75  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 10	S 11	M 12	T 13	W 14	T 15	F 16	Total
				8.00	8.50	9.50	9.00	9.75	44.75
<b>Total</b>		0.00	0.00	8.00	8.50	9.50	9.00	9.75	44.75

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

**Approval Details**

User	Status	Date	Comment
	Submitted	Aug 16, 2013 2:21:18 PM	
	Approved	Aug 17, 2013 5:53:10 AM	
	Approved	Aug 17, 2013 5:53:10 AM	

**Aug 17, 2013 - Aug 23, 2013**

Approval Status: Approved

(b) (3) - P.L. 86-36  
(b) (4)

Regular Time @1.00 34.25  
**Total Hours: 34.25**  
 Billable Hours: 33.25  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 17	S 18	M 19	T 20	W 21	T 22	F 23	Total
				0.00	9.00	8.25	9.00	7.00	33.25
Company Overhead / 2013 Staff Meeting	Non-Billable							1.00	1.00
<b>Total</b>		0.00	0.00	0.00	9.00	8.25	9.00	8.00	34.25

**Approval Details**

User	Status	Date	Comment
	Submitted	Aug 23, 2013 4:25:18 PM	
	Approved	Aug 24, 2013 11:35:01 AM	
	Approved	Aug 29, 2013 7:28:15 AM	reviewed by
	Approved	Aug 29, 2013 7:28:15 AM	

[Redacted]

(b) (6)

[Redacted]  
Aug 24, 2013 - Aug 30, 2013  
Approval Status: Approved

Regular Time @1.00 40.75  
Total Hours: 40.75  
Billable Hours: 40.75  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 24	S 25	M 26	T 27	W 28	T 29	F 30	Total
[Redacted]	[Redacted]			7.75	8.50	9.75	7.50	7.25	40.75
Total		0.00	0.00	7.75	8.50	9.75	7.50	7.25	40.75

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Aug 31, 2013 8:33:15 AM	
[Redacted]	Approved	Aug 31, 2013 9:22:06 AM	
[Redacted]	Approved	Aug 31, 2013 9:22:07 AM	

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

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

[Redacted]  
Aug 31, 2013 - Sep 6, 2013  
Approval Status: Approved

Regular Time @1.00 30.00  
Total Hours: 30.00  
Billable Hours: 30.00  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 31	S 1	M 2	T 3	W 4	T 5	F 6	Total
[Redacted]	[Redacted]			0.00	7.50	9.00	8.50	5.00	30.00
Total		0.00	0.00	0.00	7.50	9.00	8.50	5.00	30.00

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Sep 6, 2013 6:18:06 PM	
[Redacted]	Approved	Sep 6, 2013 8:43:54 PM	
[Redacted]	Approved	Sep 6, 2013 8:43:55 PM	

(b) (3) - P.L. 86-36  
(b) (4)

[Redacted]  
Sep 7, 2013 - Sep 13, 2013  
Approval Status: Approved

Regular Time @1.00 37.50  
Total Hours: 37.50  
Billable Hours: 37.50  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S	S	M	T	W	T	F	Total
[Redacted]	[Redacted]								

		7	8	9	10	11	12	13	
				7.00	6.50	7.75	8.75	7.50	37.50
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>7.00</b>	<b>6.50</b>	<b>7.75</b>	<b>8.75</b>	<b>7.50</b>	<b>37.50</b>

(b) (6)

**Approval Details**

User	Status	Date	Comment
	Submitted	Sep 13, 2013 3:46:33 PM	
	Approved	Sep 13, 2013 3:48:46 PM	
	Approved	Sep 13, 2013 3:48:46 PM	

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

**Sep 14, 2013 - Sep 20, 2013**

Approval Status: Approved

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

Regular Time @1.00 42.50  
**Total Hours: 42.50**  
 Billable Hours: 42.50  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 14	S 15	M 16	T 17	W 18	T 19	F 20	Total
				7.75	9.00	10.00	7.50	8.25	42.50
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>7.75</b>	<b>9.00</b>	<b>10.00</b>	<b>7.50</b>	<b>8.25</b>	<b>42.50</b>

**Approval Details**

User	Status	Date	Comment
	Submitted	Sep 20, 2013 1:26:37 PM	
	Approved	Sep 20, 2013 3:20:10 PM	
	Approved	Sep 20, 2013 3:20:10 PM	

(b) (3) - P.L. 86-36  
(b) (4)

**Sep 21, 2013 - Sep 27, 2013**

Approval Status: Approved

Regular Time @1.00 39.25  
**Total Hours: 39.25**  
 Billable Hours: 39.25  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 21	S 22	M 23	T 24	W 25	T 26	F 27	Total
				8.75	6.25	8.50	6.00	9.75	39.25
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>8.75</b>	<b>6.25</b>	<b>8.50</b>	<b>6.00</b>	<b>9.75</b>	<b>39.25</b>

**Approval Details**

User	Status	Date	Comment
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[Redacted]

[Redacted]	Submitted	Sep 27, 2013 2:43:45 PM
[Redacted]	Approved	Sep 28, 2013 12:45:43 PM
[Redacted]	Approved	Sep 28, 2013 12:45:43 PM

(b) (6)

[Redacted]  
Sep 28, 2013 - Oct 4, 2013  
Approval Status: Approved

Regular Time @1:00 25.00  
Total Hours: 25.00  
Billable Hours: 9.00  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 28	S 29	M 30	T 1	W 2	T 3	F 4	Total
[Redacted]	[Redacted]			9.00					9.00
Company Overhead / 2013 Government Shutdown	Non-Billable					8.00		8.00	16.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>9.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>8.00</b>	<b>25.00</b>

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

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Oct 6, 2013 2:29:30 PM	
[Redacted]	Approved	Oct 6, 2013 7:05:11 PM	
[Redacted]	Rejected	Oct 8, 2013 5:21:32 PM	
[Redacted]	Submitted	Oct 8, 2013 5:38:53 PM	Incorrect charge code
[Redacted]	Approved	Oct 9, 2013 7:42:36 PM	
[Redacted]	Approved	Oct 14, 2013 2:55:38 AM	reviewed by [Redacted]
[Redacted]	Approved	Oct 14, 2013 2:55:38 AM	

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

(b) (3) - P.L. 86-36  
(b) (4)

[Redacted]  
Oct 5, 2013 - Oct 11, 2013  
Approval Status: Approved

Regular Time @1.00 24.75  
Total Hours: 24.75  
Billable Hours: 24.75  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 5	S 6	M 7	T 8	W 9	T 10	F 11	Total
[Redacted]	[Redacted]			0.00	8.50	9.00	7.25	0.00	24.75
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.50</b>	<b>9.00</b>	<b>7.25</b>	<b>0.00</b>	<b>24.75</b>

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Oct 11, 2013 6:50:06 AM	
[Redacted]	Approved	Oct 12, 2013 11:18:38 AM	



[Redacted]

[Redacted] Approved Oct 12, 2013 11:16:38 AM

(b) (6)

[Redacted]  
**Oct 12, 2013 - Oct 18, 2013**  
 Approval Status: Approved

Regular Time @1.00 31.25  
**Total Hours: 31.25**  
 Billable Hours: 31.25  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 12	S 13	M 14	T 15	W 16	T 17	F 18	Total
[Redacted]	[Redacted]			0.00	7.25	7.25	9.00	7.75	31.25
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7.25</b>	<b>7.25</b>	<b>9.00</b>	<b>7.75</b>	<b>31.25</b>

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

**Approval Details**

User	Status	Date	Comment
[Redacted]	Submitted	Oct 18, 2013 5:18:09 PM	
[Redacted]	Approved	Oct 20, 2013 1:19:09 PM	
[Redacted]	Approved	Oct 20, 2013 1:19:09 PM	

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

(b) (3) - P.L. 86-36  
 (b) (4)

[Redacted]  
**Oct 19, 2013 - Oct 25, 2013**  
 Approval Status: Approved

Regular Time @1.00 36.00  
**Total Hours: 36.00**  
 Billable Hours: 36.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 19	S 20	M 21	T 22	W 23	T 24	F 25	Total
[Redacted]	[Redacted]			7.75	10.00	9.50	8.75	0.00	36.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>7.75</b>	<b>10.00</b>	<b>9.50</b>	<b>8.75</b>	<b>0.00</b>	<b>36.00</b>

**Approval Details**

User	Status	Date	Comment
[Redacted]	Submitted	Oct 25, 2013 1:03:29 PM	
[Redacted]	Approved	Oct 25, 2013 7:36:28 PM	
[Redacted]	Approved	Oct 25, 2013 7:36:29 PM	

[Redacted]

Regular Time @1.00 29.00  
**Total Hours: 29.00**

[Redacted]

**Oct 26, 2013 - Nov 1, 2013**

Approval Status: Approved

Billable Hours: 29.00  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 26	S 27	M 28	T 29	W 30	T 31	F 1	Total
[Redacted]	[Redacted]			0.00	8.00	7.75	9.00	4.25	29.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>7.75</b>	<b>9.00</b>	<b>4.25</b>	<b>29.00</b>

**Approval Details**

User	Status	Date	Comment
[Redacted]	Submitted	Nov 5, 2013 6:08:38 PM	[Redacted]
[Redacted]	Approved	Nov 5, 2013 7:28:24 PM	[Redacted]
[Redacted]	Approved	Nov 5, 2013 7:28:24 PM	[Redacted]

(b) (6)

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

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

**Nov 2, 2013 - Nov 8, 2013**

Approval Status: Approved

Regular Time @1.00 33.25  
Total Hours: 33.25  
Billable Hours: 33.25  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 2	S 3	M 4	T 5	W 6	T 7	F 8	Total
[Redacted]	[Redacted]			8.25	8.25	8.50	8.25	0.00	33.25
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>8.25</b>	<b>8.25</b>	<b>8.50</b>	<b>8.25</b>	<b>0.00</b>	<b>33.25</b>

**Approval Details**

User	Status	Date	Comment
[Redacted]	Submitted	Nov 8, 2013 4:27:08 PM	[Redacted]
[Redacted]	Approved	Nov 9, 2013 6:22:52 AM	[Redacted]
[Redacted]	Approved	Nov 9, 2013 6:22:53 AM	[Redacted]

(b) (3) - P.L. 86-36  
(b) (4)

**Nov 9, 2013 - Nov 15, 2013**

Approval Status: Approved

Regular Time @1.00 37.50  
Total Hours: 37.50  
Billable Hours: 37.50  
Overtime Hours: 0.00  
Banked Hours Deposited: 0.00

Project / Task	Billing	S 9	S 10	M 11	T 12	W 13	T 14	F 15	Total
[Redacted]	[Redacted]			0.00	8.50	8.50	8.75	11.75	37.50

[Redacted]

Total 0.00 0.00 0.00 8.50 8.50 8.75 11.75 37.50

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Nov 15, 2013 4:08:48 PM	
[Redacted]	Approved	Nov 16, 2013 10:01:56 AM	
[Redacted]	Approved	Nov 16, 2013 10:01:56 AM	

(b) (6)

Nov 16, 2013 - Nov 22, 2013

Approval Status: Approved

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

Regular Time @1.00 41.00  
 Total Hours: 41.00  
 Billable Hours: 41.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 16	S 17	M 18	T 19	W 20	T 21	F 22	Total
[Redacted]	[Redacted]			9.00	8.75	8.50	8.25	6.50	41.00
Total		0.00	0.00	9.00	8.75	8.50	8.25	6.50	41.00

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Nov 23, 2013 9:19:50 AM	
[Redacted]	Approved	Nov 23, 2013 1:51:15 PM	
[Redacted]	Approved	Nov 23, 2013 1:51:16 PM	

(b) (3) - P.L. 86-36  
(b) (4)

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

Nov 23, 2013 - Nov 29, 2013

Approval Status: Approved

Regular Time @1.00 23.75  
 Total Hours: 23.75  
 Billable Hours: 23.75  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 23	S 24	M 25	T 26	W 27	T 28	F 29	Total
[Redacted]	[Redacted]			10.75	6.00	7.00	0.00	0.00	23.75
Total		0.00	0.00	10.75	6.00	7.00	0.00	0.00	23.75

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Dec 1, 2013 7:48:36 AM	
[Redacted]	Approved	Dec 1, 2013 12:07:07 PM	

[Redacted]

[Redacted] Approved Dec 1, 2013 12:07:07 PM [Redacted]

[Redacted]  
 Nov 30, 2013 - Dec 6, 2013  
 Approval Status: Approved

Regular Time @1.00 42.00  
 Total Hours: 42.00  
 Billable Hours: 42.00  
 Overtime Hours: 0.00  
 Banked Hqrs Deposited: 0.00

(b) (6)

Project / Task	Billing	S 30	S 1	M 2	T 3	W 4	T 5	F 6	Total
[Redacted]	[Redacted]			7.25	9.75	8.50	8.00	8.50	42.00
Total		0.00	0.00	7.25	9.75	8.50	8.00	8.50	42.00

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Dec 11, 2013 1:07:00 PM	
[Redacted]	Approved	Dec 12, 2013 6:27:24 AM	
[Redacted]	Approved	Dec 12, 2013 6:27:24 AM	

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

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

[Redacted]  
 Dec 7, 2013 - Dec 13, 2013  
 Approval Status: Approved

(b) (3)-P.L. 86-36  
 (b) (4)

Regular Time @1.00 23.00  
 Total Hours: 23.00  
 Billable Hours: 23.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 7	S 8	M 9	T 10	W 11	T 12	F 13	Total
[Redacted]	[Redacted]			9.00	0.00	0.00	5.25	8.75	23.00
Total		0.00	0.00	9.00	0.00	0.00	5.25	8.75	23.00

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Dec 13, 2013 6:21:25 PM	
[Redacted]	Approved	Dec 14, 2013 7:08:31 AM	
[Redacted]	Approved	Dec 14, 2013 7:08:31 AM	

[Redacted]

Regular Time @1.00 44.00  
 Total Hours: 44.00

[Redacted]

**Dec 14, 2013 - Dec 20, 2013**

Approval Status: Approved

Billable Hours: 44.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

(b) (6)

Project / Task	Billing	S 14	S 15	M 16	T 17	W 18	T 19	F 20	Total
[Redacted]	[Redacted]			10.50	8.50	10.50	8.00	6.50	44.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>10.50</b>	<b>8.50</b>	<b>10.50</b>	<b>8.00</b>	<b>6.50</b>	<b>44.00</b>

**Approval Details**

User	Status	Date	Comment
[Redacted]	Submitted	Dec 23, 2013 7:57:09 PM	
[Redacted]	Approved	Dec 24, 2013 7:06:22 AM	
[Redacted]	Approved	Dec 24, 2013 7:06:22 AM	

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

**Dec 21, 2013 - Dec 27, 2013**

Approval Status: Approved

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

Regular Time @1.00 17.50  
**Total Hours: 17.50**  
 Billable Hours: 17.50  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 21	S 22	M 23	T 24	W 25	T 26	F 27	Total
[Redacted]	[Redacted]			7.25	0.00	0.00	4.75	5.50	17.50
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>7.25</b>	<b>0.00</b>	<b>0.00</b>	<b>4.75</b>	<b>5.50</b>	<b>17.50</b>

(b) (3) - P.L. 86-36  
 (b) (4)

**Approval Details**

User	Status	Date	Comment
[Redacted]	Submitted	Dec 28, 2013 8:12:02 AM	
[Redacted]	Approved	Dec 28, 2013 8:55:05 AM	
[Redacted]	Approved	Dec 28, 2013 8:55:05 AM	

**Dec 28, 2013 - Jan 3, 2014**

Approval Status: Approved

Regular Time @1.00 9.00  
**Total Hours: 9.00**  
 Billable Hours: 9.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 28	S 29	M 30	T 31	W 1	T 2	F 3	Total
[Redacted]	[Redacted]			5.00	4.00				9.00

[Redacted]

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

Total 0.00 0.00 5.00 4.00 0.00 0.00 0.00 9.00

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Jan 4, 2014 7:36:37 AM	[Redacted]
[Redacted]	Approved	Jan 5, 2014 8:32:44 PM	[Redacted]
[Redacted]	Approved	Jan 5, 2014 8:32:44 PM	[Redacted]

(b) (6)

[Redacted]

Report Date: Feb 24, 2014 8:17:47 PM  
 Access Level: Administrator  
 All Report Data  
 Supervisor  
 User  
 Generated By: [Redacted]

Date Range: Oct 1, 2012 - Dec 31, 2012  
 User: [Redacted]  
 Department (Historical): Company  
 Company  
 Company  
 Approval Status: Open, Waiting, Approved

Oct 6, 2012 - Oct 12, 2012  
 Approval Status: Approved

Total Hours: 0.00  
 Billable Hours: 0.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

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

	S 6	S 7	M 8	T 9	W 10	T 11	F 12	Total
Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Jun 17, 2013 7:51:22 PM	
< System >	Approved	Jun 17, 2013 7:51:22 PM	
[Redacted]	Approved	Jun 17, 2013 8:40:07 PM	

*She was in [Redacted] some of these days. No hours charged?*

(b) (6)

Oct 13, 2012 - Oct 19, 2012  
 Approval Status: Approved

Regular Time @1.00 40.50  
 Total Hours: 40.50  
 Billable Hours: 39.50  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 13	S 14	M 15	T 16	W 17	T 18	F 19	Total
[Redacted]	[Redacted]			8.00	8.00	8.00	9.50	6.00	39.50
Company Overhead / 2012 Staff Meeting	Non-Billable							1.00	1.00
Total		0.00	0.00	8.00	8.00	8.00	9.50	7.00	40.50

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Oct 19, 2012 6:17:42 PM	
[Redacted]	Approved	Oct 20, 2012 7:28:20 AM	reviewed by [Redacted]
[Redacted]	Approved	Oct 21, 2012 6:32:06 AM	

(b) (3) - P.L. 86-36  
 (b) (4)

Oct 20, 2012 - Oct 26, 2012

Approval Status: Approved

(b) (6)

Regular Time @1.00 40.50  
 Total Hours: 40.50  
 Billable Hours: 40.50  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 20	S 21	M 22	T 23	W 24	T 25	F 26	Total
				8.00	5.00	10.00	9.50	8.00	40.50
<b>Total</b>		0.00	0.00	8.00	5.00	10.00	9.50	8.00	40.50

Approval Details

User	Status	Date	Comment
	Submitted	Oct 27, 2012 10:25:08 PM	
	Approved	Oct 28, 2012 3:59:17 AM	reviewed by
	Approved	Oct 29, 2012 10:47:13 AM	

(b) (3) - P.L. 86-36  
 (b) (4)

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

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

Oct 27, 2012 - Nov 2, 2012

Approval Status: Approved

Regular Time @1.00 40.00  
 Total Hours: 40.00  
 Billable Hours: 40.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 27	S 28	M 29	T 30	W 31	T 1	F 2	Total
				6.00		8.00	9.50	8.50	32.00
Company Overhead / 2012 Increment Weather	Billable				8.00				8.00
<b>Total</b>		0.00	0.00	6.00	8.00	8.00	9.50	8.50	40.00

Approval Details

User	Status	Date	Comment
	Submitted	Nov 3, 2012 11:49:12 PM	
	Approved	Nov 4, 2012 4:31:45 AM	Reviewed by
	Approved	Nov 5, 2012 5:52:04 AM	Approved

Nov 3, 2012 - Nov 9, 2012

Approval Status: Approved

Regular Time @1.00 42.00  
 Total Hours: 42.00  
 Billable Hours: 42.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S	S	M	T	W	T	F	Total
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[Redacted]

	3	4	5	6	7	8	9	
[Redacted]			9.00	10.50	5.00	9.50	8.00	42.00
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>9.00</b>	<b>10.50</b>	<b>5.00</b>	<b>9.50</b>	<b>8.00</b>	<b>42.00</b>

(b) (6)

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Nov 11, 2012 7:19:19 AM	
[Redacted]	Approved	Nov 12, 2012 3:20:07 AM	reviewed by [Redacted]
[Redacted]	Approved	Nov 13, 2012 6:59:35 AM	Ok

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

Nov 10, 2012 - Nov 16, 2012

Approval Status: Approved

Regular Time @1.00 38.00  
**Total Hours: 38.00**  
 Billable Hours: 38.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 10	S 11	M 12	T 13	W 14	T 15	F 16	Total
[Redacted]	[Redacted]				10.50	9.50	10.00	8.00	38.00
<b>Total</b>	<b>-0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10.50</b>	<b>9.50</b>	<b>10.00</b>	<b>8.00</b>	<b>38.00</b>

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Nov 16, 2012 10:12:42 AM	
[Redacted]	Approved	Nov 19, 2012 2:07:57 AM	reviewed by [Redacted]
[Redacted]	Approved	Nov 20, 2012 8:59:33 AM	Approved

(b) (3)-P.L. 86-36  
(b) (4)

Nov 17, 2012 - Nov 23, 2012

Approval Status: Approved

Regular Time @1.00 18.50  
**Total Hours: 18.50**  
 Billable Hours: 18.50  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 17	S 18	M 19	T 20	W 21	T 22	F 23	Total
[Redacted]	[Redacted]			9.50	9.00	0.00	0.00	0.00	18.50
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9.50</b>	<b>9.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>18.50</b>

Approval Details

[Redacted]

User	Status	Date	Comment
[Redacted]	Submitted	Nov 24, 2012 10:36:10 AM	
[Redacted]	Approved	Dec 1, 2012 11:17:01 AM	reviewed by [Redacted]
[Redacted]	Approved	Dec 2, 2012 4:10:43 PM	Approved

Nov 24, 2012 - Nov 30, 2012

Approval Status: Approved

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

Regular Time @1.00 46.50  
 Total Hours: 46.50  
 Billable Hours: 46.50  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 24	S 25	M 26	T 27	W 28	T 29	F 30	Total
[Redacted]	[Redacted]			8.50	9.00	10.00	9.50	9.50	46.50
<b>Total</b>		0.00	0.00	8.50	9.00	10.00	9.50	9.50	46.50

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Dec 1, 2012 2:05:46 PM	
[Redacted]	Approved	Dec 2, 2012 6:22:25 AM	reviewed by [Redacted]
[Redacted]	Approved	Dec 2, 2012 4:11:04 PM	Approved

(b) (6)

(b) (3) - P.L. 86-36  
 (b) (4)

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

Dec 1, 2012 - Dec 7, 2012

Approval Status: Approved

Regular Time @1.00 36.50  
 Total Hours: 36.50  
 Billable Hours: 36.50  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 1	S 2	M 3	T 4	W 5	T 6	F 7	Total
[Redacted]	[Redacted]			9.00	9.00	10.00	8.50	0.00	36.50
<b>Total</b>		0.00	0.00	9.00	9.00	10.00	8.50	0.00	36.50

Approval Details

User	Status	Date	Comment
[Redacted]	Submitted	Dec 6, 2012 12:27:12 PM	
[Redacted]	Approved	Dec 7, 2012 12:55:57 PM	
[Redacted]	Approved	Dec 7, 2012 12:55:57 PM	

Dec 8, 2012 - Dec 14, 2012

Approval Status: Approved

(b) (6)

Regular Time @1.00 31.50

Total Hours: 31.50

Billable Hours: 31.50

Overtime Hours: 0.00

Banked Hours Deposited: 0.00

Project / Task	Billing	S 8	S 9	M 10	T 11	W 12	T 13	F 14	Total
				6.00	9.50	10.00	6.00	0.00	31.50
<b>Total</b>		0.00	0.00	6.00	9.50	10.00	6.00	0.00	31.50

Approval Details

User	Status	Date	Comment
	Submitted	Dec 14, 2012 8:51:20 PM	
	Approved	Dec 15, 2012 1:35:02 PM	
	Approved	Dec 15, 2012 1:35:02 PM	
	Reopened	Jun 17, 2013 4:09:01 PM	
	Submitted	Jun 17, 2013 5:29:17 PM	Hours were entered in error.
	Approved	Jun 17, 2013 8:40:07 PM	

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

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

Dec 15, 2012 - Dec 21, 2012

Approval Status: Approved

(b) (3) - P.L. 86-36  
(b) (4)

Regular Time @1.00 44.00

Total Hours: 44.00

Billable Hours: 44.00

Overtime Hours: 0.00

Banked Hours Deposited: 0.00

Project / Task	Billing	S 15	S 16	M 17	T 18	W 19	T 20	F 21	Total
				9.50	10.00	10.00	9.50	5.00	44.00
<b>Total</b>		0.00	0.00	9.50	10.00	10.00	9.50	5.00	44.00

Approval Details

User	Status	Date	Comment
	Submitted	Dec 23, 2012 6:53:35 AM	
	Approved	Dec 24, 2012 7:54:11 AM	
	Approved	Dec 24, 2012 7:54:11 AM	

Dec 22, 2012 - Dec 28, 2012

Approval Status: Approved

Regular Time @1.00 17.00

Total Hours: 17.00

Billable Hours: 17.00

Overtime Hours: 0.00

Banked Hours Deposited: 0.00

[Redacted]

Project / Task	Billing	S 22	S 23	M 24	T 25	W 26	T 27	F 28	Total
[Redacted]	[Redacted]			0.00	0.00	6.00	6.00	5.00	17.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6.00</b>	<b>6.00</b>	<b>5.00</b>	<b>17.00</b>

**Approval Details**

User	Status	Date	Comment
[Redacted]	Submitted	Dec 28, 2012 8:42:14 AM	
[Redacted]	Approved	Dec 29, 2012 10:22:59 AM	
[Redacted]	Approved	Dec 29, 2012 19:22:59 AM	
[Redacted]	Reopened	Jun 17, 2013 4:09:01 PM	
[Redacted]	Submitted	Jun 17, 2013 5:51:30 PM	Hours re-entered due to an error
[Redacted]	Approved	Jun 17, 2013 8:40:06 PM	

(b) (6)

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

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

(b) (3) - P.L. 86-36  
(b) (4)

Dec 29, 2012 - Jan 4, 2013

Approval Status: Approved

Regular Time @1.00 24.00  
**Total Hours: 24.00**  
 Billable Hours: 24.00  
 Overtime Hours: 0.00  
 Banked Hours Deposited: 0.00

Project / Task	Billing	S 29	S 30	M 31	T 1	W 2	T 3	F 4	Total
[Redacted]	[Redacted]			0.00					0.00
[Redacted]	[Redacted]				0.00	9.00	6.00	9.00	24.00
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9.00</b>	<b>6.00</b>	<b>9.00</b>	<b>24.00</b>

**Approval Details**

User	Status	Date	Comment
[Redacted]	Submitted	Jan 5, 2013 10:21:28 AM	
[Redacted]	Approved	Jan 5, 2013 12:32:28 PM	
[Redacted]	Approved	Jan 5, 2013 12:32:29 PM	

(b) (3) - P.L. 86-36  
(b) (4)

(b) (3) - P.L. 86-36  
(b) (4)

(b) (3) - P.L. 86-36  
(b) (4)

(b) (3) - P.L. 86-36  
(b) (4)



(b) (3) - P.L. 86-36  
(b) (4)

~~TOP SECRET//SI//NOFORN~~

## APPENDIX D

(U)  response

⋮

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

~~TOP SECRET//SI//NOFORN~~

[Redacted]

**From:** [Redacted]  
**Sent:** Wednesday, July 09, 2014 5:17 PM  
**To:** [Redacted]  
**Subject:** RE: [Redacted]

[Redacted]

I do not have any additional information to add at this point. We will await your report. I am also available in the event there are any questions.

Thanks,

(b) (6)

[Redacted]

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

**From:** [Redacted]  
**Sent:** Wednesday, July 09, 2014 12:44 PM  
**To:** [Redacted]  
**Subject:** FW: [Redacted]  
**Importance:** High

[Redacted]

Since we have conducted our own investigation into the matter, we do not need you to continue your investigation; however, the response you provided on April 18<sup>th</sup> states that you would provide more information as soon as you are able to complete your investigation. Do you have any additional information you would like provide before we make our conclusions? What you have provided thus far is included in our investigation.

Thank you,

[Redacted]

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

[Redacted]

NSA/CSS Office of the Inspector General  
Investigator

[Redacted]

"PRIVACY SENSITIVE - Any misuse or unauthorized disclosure may lead to disciplinary action."

**From:** [Redacted]  
**Sent:** Friday, April 18, 2014 4:56 PM  
**To:** [Redacted]  
**Cc:** [Redacted]  
**Subject:** [Redacted]  
**Importance:** High

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

Hi

Please see the attached letter and exhibits. If you have any questions, please feel free to give me a call.

Thanks,



(b) (6)

CONFIDENTIALITY NOTICE: This message and any attachments or files transmitted with it (collectively, the "Message") are intended only for the addressee and may contain information that is privileged, proprietary and/or prohibited from disclosure by law or contract. If you are not the intended recipient: (a) please do not read, copy or retransmit the Message; (b) permanently delete and/or destroy all electronic and hard copies of the Message; (c) notify us by return email; and (d) you are hereby notified that any dissemination, distribution or copying of the Message is strictly prohibited.

18 April 2014

[Redacted]

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

Investigator  
NSA/CSS Office of the Inspector General

Subject: Contract No. [Redacted] (the "Contract")  
Initial Summary of Investigation for [Redacted]

[Redacted]

[Redacted] is in receipt of your 28 February 2014 letter referring to us the investigation of alleged improper time charging by subcontractor employee [Redacted]. [Redacted] is an employee of [Redacted] a subcontractor to [Redacted] on the above-referenced Contract [Redacted] Subcontract No. [Redacted]. As a result of recent programmatic changes, [Redacted] no longer works on the above-referenced Contract and is in the process of transitioning to a different program for the same customer.

As you know from our discussions on this issue, [Redacted] is in the process of conducting an internal investigation of [Redacted] time charging practices. In order to conduct an effective and thorough investigation, we are working closely with both [Redacted] and [Redacted]. In connection with [Redacted] change in programs, she was unable to access her high side email or calendar for a number of weeks. As a result, she has not finished review of her emails or calendar, both of which are a significant source of information regarding the alleged discrepancies included in your letter and the attached spreadsheet. That said, we wanted to provide a summary of the results of our investigation thus far. We will follow up with additional information as soon as we are able to conclude the internal investigation.

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

To date, our internal investigation indicates that [Redacted] work on the above-referenced Contract required her to attend meetings at various government sites and to coordinate the execution of hard copy documents, which required her to travel between her own assigned facility and other government facilities. [Redacted] was assigned to the Registry team and was also involved in coordinating the [Redacted] effort for her customer. [Redacted] indicates that a large portion of her job involved obtaining approval on Staff Processing Forms (SPFs) associated with Contract missions. Because of the classified nature of the work, [Redacted] reports that she was required to obtain such approvals in hard copy. This included approvals from Customer personnel at sites other than her assigned government facility. As such, she reports that she was required to travel between locations to pick up approved SPFs for processing. By [Redacted] recollection, she made some email arrangements to pick up required approvals. For some of those cases, she has located email strings that show she was planning to leave the facility in order to pick up an approved SPF.<sup>1</sup> [Redacted] reports that she would not have

<sup>1</sup> See Attachment 1, which is a sample email that substantiates an alleged discrepancy from 20 November 2012 where [Redacted] left the office to perform Contract-related activities, including picking up an approval package. [Redacted] has located two additional examples of emails evidencing arrangements to pick up approval packages. Both of these additional emails are

[Redacted]

18 April 2014  
Page 2

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

written an email for every off-site pick-up. In fact, she indicated that often times, she would make arrangements by phone. For those instances, there may not be an artifact available to substantiate a time when she left the facility during the day in order to perform her function under the Contract. Regardless of the absence of an artifact, we would disagree with any conclusion that mischarging occurred in this type of situation.

In addition to pick-up of approval packages in various locations, [Redacted] was also required to attend meetings outside of her assigned government facility. For example, Attachment 2 provides information about a [Redacted] Registry meeting [Redacted] remembers attending at a site different from her assigned facility.

Because of the nature of [Redacted] work, we do not expect that an artifact will be available to substantiate each alleged discrepancy. As indicated previously, we are still in the process of investigating the matter and will report back with additional information as it becomes available.

Finally, as previously discussed by email, we have identified at least one instance where the IG's spreadsheet overstates the amount of hours billed by [Redacted]. On 10 July 2013, [Redacted] billed 9.75 hours for [Redacted] but the IG's data indicates that 10.75 hours were billed. You have indicated that the 10.75 was a typo. Attachment 3. As such, there is no discrepancy in [Redacted] time for 10 July 2013. We have not identified any further issues with the accuracy of the IG's spreadsheet, but we are in the process of further evaluating and will provide additional information if needed.

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

We hope that the attached documentation, coupled with the information contained in this letter, provides a helpful summary of our findings thus far. I will provide more comprehensive information as soon as we are able to complete our investigation. We would be pleased to discuss any of these issues at your convenience. Should you have any questions, please contact the undersigned at [Redacted] or [Redacted].

Very truly yours,

[Redacted]

[Redacted]  
Deputy General Counsel

CC: [Redacted]  
[Redacted]

(b) (6)

classified and will be forwarded to your high side account on Monday, 21 April 2014 by [Redacted] from [Redacted] Security.

CONTAINS CONFIDENTIAL AND PROPRIETARY INFORMATION  
NOT SUBJECT TO DISCLOSURE UNDER FOIA

Attachment 1

[Redacted]

**From:** [Redacted]  
**Sent:** Wednesday, March 26, 2014 3:04 PM  
**To:** [Redacted]  
**Cc:** [Redacted]  
**Subject:** FW: (U) [Redacted]

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

[Redacted]

Here is an email from November 20, 2012 stating I that I am running around to different buildings for work errands. Confirm shows exiting/entering with gap times stating I'm an 1.20 minutes short all together. The first exit time was shortly after receiving this email.

Thanks

[Redacted]

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

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

Hi [Redacted]

I'm here now and plan on being here all week.

[Redacted]

(U//FOUO)

[Redacted]

**From:** [Redacted]  
**Sent:** Tuesday, November 20, 2012 9:31 AM  
**To:** [Redacted]  
**Subject:** (U) [Redacted] Package

CONTAINS CONFIDENTIAL AND PROPRIETARY INFORMATION  
NOT SUBJECT TO DISCLOSURE UNDER FOIA

Attachment 1  
Classification: UNCLASSIFIED//~~FOR OFFICIAL USE ONLY~~

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

I was wondering if you were in today. I had some extra time today to do some errands in the other building and I was going to stop by and pick up that [redacted] package if you're around. Let me know!



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



CONTAINS CONFIDENTIAL AND PROPRIETARY INFORMATION  
NOT SUBJECT TO DISCLOSURE UNDER FOIA

Attachment 1

[Redacted]

**Subject:** Weekly [Redacted] Meeting

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

**Location:** [Redacted]

**Start:** Tue 10/16/2012 10:00 AM

**End:** Tue 10/16/2012 11:30 AM

**Recurrence:** (none)

**Organizer:** [Redacted]

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

**Agenda**

[Redacted]

\*\*\*\*\*

Hi Team,

[Redacted] meetings will be held weekly (whenever possible) with the exception of 07/03/2012. Agendas and read-heads will be provided before the meetings as required. If you are unable to attend, please send an alternate if possible.

The location will alternate between [Redacted]. Our team will provide the location when agendas are provided before each meeting.

Thanks to all for your participation!

Thanks,

(U//FOUO) [Redacted]

[Redacted]

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

Attachment 1

[Redacted]

**From:** [Redacted]  
**Sent:** Thursday, March 27, 2014 8:18 AM  
**To:** [Redacted]  
**Cc:** [Redacted]  
**Subject:** FW: (U) Mark Your Calendars! [Redacted] Town Hall\_ 5 December

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

[Redacted]

Here is an email announcing the town hall date/time. The email I sent w/ the town hall had a conversation below it stating I was coordinating a time to pick up a package prior to attending the town hall.

Thanks

[Redacted]

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

**From:** [Redacted]  
**Sent:** Tuesday, November 13, 2012 3:19 PM  
**To:** [Redacted]  
**Subject:** (U) Mark Your Calendars! [Redacted] Town Hall\_ 5 December

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

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

[Redacted] Chief [Redacted] will be hosting a Town Hall on 5 December 2012, in the Friedman Auditorium located in OPS 1, from 1400-1600.

Please join us for a comprehensive look back over the triumphs and challenges of the past year with an eye towards the opportunities that lay ahead in 2013.

Specific questions you may want addressed during the Town Hall should be submitted utilizing the Mailbag Button on the [Redacted] Web Page or emailed to [Redacted] at this email address.

We look forward to seeing you there

V/r

[Redacted]

Attachment 1

(U//FOUO) [Redacted] [Redacted] (b) (3) - P.L. 86-36

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

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

Attachment 2

[Redacted]

**Subject:** [Redacted] Registry Meeting  
**Location:** [Redacted] Small Conference Room  
**Start:** Thu 1/17/2013 1:00 PM  
**End:** Thu 1/17/2013 2:00 PM  
**Recurrence:** (none)  
**Organizer:** [Redacted]

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

[Redacted] Registry is hosting a meeting Thursday, 17 January @1300 in the small [Redacted] conference room [Redacted]. We will be going over the monthly conference action requirements. Each registry needs to send at least one person to this meeting.

thanks

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

CONTAINS CONFIDENTIAL AND PROPRIETARY INFORMATION  
NOT SUBJECT TO DISCLOSURE UNDER FOIA

Attachment 3

[Redacted]

**From:** [Redacted]  
**Sent:** Friday, March 28, 2014 10:52 AM  
**To:** [Redacted]  
**Subject:** RE: [Redacted]

(b) (6)

[Redacted]

Not a problem. I just looked at the timesheets you provided and I do see it should be "9:45" instead of "10:45." Looks like a typo on our part. I will correct that on the spreadsheet. Once you provide your comments I will make all necessary updates and provide you a final copy of the analysis.

[Redacted]

[Redacted]  
NSA/CSS Office of the Inspector General  
Investigator

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

"PRIVACY SENSITIVE - Any misuse or unauthorized disclosure may lead to disciplinary action."

**From:** [Redacted]  
**Sent:** Friday, March 28, 2014 10:35 AM  
**To:** [Redacted]  
**Subject:** RE: [Redacted]  
**Importance:** High

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

[Redacted]

If possible, I would like to request a 14 calendar day extension on [Redacted] response regarding [Redacted] employee [Redacted] which is currently due on Monday, 31 March 2014. In preparing the response, we have identified at least one day where the data compilation you provided indicates a different number of hours billed, as compared to our invoice. Specifically, for 10 July 2013, we billed 9.75 hours for [Redacted] but the data you provided indicates that we billed 10:45—resulting in an alleged discrepancy of 1.00 hour. We are confirming the extent of these instances, but I would request an extension of 14 calendar days so that we are able to fully assess and understand the data. This would make the response due on Monday 14 April 2014.

Thanks,

[Redacted Signature Block]

**From:** [Redacted]  
**Sent:** Wednesday, March 26, 2014 9:07 AM

CONTAINS CONFIDENTIAL AND PROPRIETARY INFORMATION  
NOT SUBJECT TO DISCLOSURE UNDER FOIA

Attachment 3

To: [redacted]  
Subject: RE: [redacted]

[redacted]  
Yes, you can email me on the high side. My SID is [redacted]

[redacted]  
NSA/CSS Office of the Inspector General  
Investigator

[redacted]  
"PRIVACY SENSITIVE - Any misuse or unauthorized disclosure may lead to disciplinary action."

From: [redacted]  
Sent: Wednesday, March 26, 2014 8:53 AM  
To: [redacted]  
Subject: RE: [redacted]

Hi [redacted]

In connection with development of our response, I have discovered that some of [redacted] documentation may be classified. Do you have a high side account where we would be able to send any such materials if necessary?

Thanks,

[redacted]

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

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

From: [redacted]  
Sent: Tuesday, March 18, 2014 1:51 PM  
To: [redacted]  
Subject: RE: [redacted]

[redacted]

Yes, that is fine.

[redacted]

[redacted]  
NSA/CSS Office of the Inspector General  
Investigator

[redacted]  
"PRIVACY SENSITIVE - Any misuse or unauthorized disclosure may lead to disciplinary action."

(b) (6)

CONTAINS CONFIDENTIAL AND PROPRIETARY INFORMATION  
NOT SUBJECT TO DISCLOSURE UNDER FOIA

Attachment 3

From: [redacted]

Sent: Tuesday, March 18, 2014 1:50 PM

To: [redacted]

Subject: [redacted]

Importance: High

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

(b) (6)

[redacted]

I wanted to follow-up on your request that [redacted] conduct an investigation into the 144 allegedly discrepant hours for [redacted] an employee of [redacted] (one of [redacted] subcontractors). Can you confirm whether I am authorized to release a copy of the letter and badge records to [redacted]

Thank you,

[redacted signature block]

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

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[Redacted]

**From:** [Redacted]  
**Sent:** Monday, April 21, 2014 11:23 AM  
**To:** [Redacted]  
**Subject:** FW: (U) RE: [Redacted] (TS//SI//NF) [Redacted]  
TOP  
~~SECRET//COMINT//NOFORN//25X1 20390421~~

(b) (6)

classification: ~~TOP SECRET//COMINT//NOFORN//25X1 20390421~~

(b) (1)  
(b) (3)-50 USC 3024 (i)  
(b) (3)-P.L. 86-36

[Redacted]

Here is email 1 of 2 based on email traffic from the low side with [Redacted] [Redacted] Thanks.

[Redacted]

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

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

**From:** [Redacted]  
**Sent:** Thursday, January 24, 2013 12:03 PM  
**To:** [Redacted]  
**Subject:** (U) RE: [Redacted] (TS//SI//NF) [Redacted]

Classification: ~~TOP SECRET//SI [Redacted]//NOFORN~~

[Redacted]

I will come by tomorrow (Friday) around 1130 to pick up the SRF package. Thanks for your help!!

[Redacted]

**From:** [Redacted]  
**Sent:** Tuesday, January 22, 2013 4:57 PM  
**To:** [Redacted]  
**Cc:** [Redacted]



**Subject: RE:** [redacted] ~~(TS//SI//NF)~~ [redacted]

**Classification:** TOP SECRET//SI [redacted] NOFORN

(b) (1)  
(b) (3)-50 USC 3024(i)  
(b) (3)-P.L. 86-36

Okay, will coordinate with [redacted] for pick up.

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

~~U//FOUO~~

[redacted]

~~U//FOUO~~

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

**From:** [redacted]  
**Sent:** Tuesday, January 22, 2013 4:46 PM  
**To:** [redacted]  
**Cc:** [redacted]  
**Subject: RE:** [redacted] ~~(TS//SI//NF)~~ [redacted]

**Classification:** TOP SECRET//COMINT//NOFORN

[redacted] will come by and pick up the original to keep for [redacted] records and she will scan it and send it to the distro on this email (everyone is cleared for [redacted])

Thanks so much!!

[redacted]

~~(U//FOUO)~~

[redacted]

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

~~(U//FOUO)~~

**From:** [redacted]  
**Sent:** Tuesday, January 22, 2013 4:44 PM  
**To:** [redacted]  
**Cc:** [redacted]  
**Subject: RE:** [redacted] ~~(TS//SI//NF)~~ [redacted]

Classification: ~~TOP SECRET//COMINT//NOFORN~~

[Redacted]

[Redacted] has signed the SPF and the letter. Both are ready for return to [Redacted] Does this go back through [Redacted] Registry? How would you like for me to return it? I could scan them and email the scanned copy. Otherwise, if you need the original signatures, we'll have to coordinate another method.

[Redacted]

U//FOUO

[Redacted]

U//FOUO

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

Derived From: NSA/CSSM 1-52

Dated: 20070108

Declassify On: ~~20380101~~

Classification: ~~TOP SECRET//SI~~ [Redacted] ~~NOFORN~~

Classified By: [Redacted]

Derived From: NSA/CSSM 1-52

Dated: 20070108

Declassify On: ~~20390301~~

Classification: ~~TOP SECRET//SI~~ [Redacted] ~~NOFORN~~

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

Classified By: [Redacted]

Derived From: NSA/CSSM 1-52

Dated: 20070108

Declassify On: ~~20390301~~

Classification: ~~TOP SECRET//SI~~ [ ] ~~//NOFORN~~

Classified By: [ ]

Derived From: NSA/CSSM 1-52

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

Dated: 20070108

Declassify On: ~~20390301~~

Classification: ~~TOP SECRET//SI~~ [ ] ~~//NOFORN~~

Warning: This document may not be used as a source of derivative classification.

DECL ON: ~~20390421~~

Derived From [ ]

~~TOP SECRET//COMINT//NOFORN//25X1 20390421~~

[Redacted]

**From:** [Redacted]  
**Sent:** Monday, April 21, 2014 11:24 AM  
**To:** [Redacted]  
**Subject:** FW: (U) [Redacted] --- ~~SECRET//COMINT//REL TO USA, AUS, CAN, GBR, NZL//25X1 20390421~~

classification: ~~SECRET//COMINT//REL TO USA, AUS, CAN, GBR, NZL//25X1 20390421~~

[Redacted]

This is email 2 of 2. Thanks.

(b) (6)

[Redacted]

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

**From:** [Redacted]  
**Sent:** Thursday, March 27, 2014 8:30 AM  
**To:** [Redacted]  
**Cc:** [Redacted]  
**Subject:** FW: (U) [Redacted]

Classification: ~~SECRET//SI//REL TO USA, FVEY~~

[Redacted]

Here is another email I found explaining a time/date that I dropped off a package and confirm shows that I exited/entered with an hour time gap on 18 October 2012.

Thanks

[Redacted]

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

**From:** [Redacted]  
**Sent:** Wednesday, October 17, 2012 11:03 AM  
**To:** [Redacted]  
**Subject:** RE: (U) [Redacted]

Classification: ~~SECRET//SI//REL TO USA, FVEY~~

Thanks [redacted] I received a call from [redacted] stating they will have time tomorrow to review. I'll be over there tomorrow around 1130 to drop off the package.

Thanks

[redacted]

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

**From:** [redacted]  
**Sent:** Wednesday, October 17, 2012 10:49 AM  
**To:** [redacted]  
**Subject:** RE: (U) [redacted]

Classification: ~~SECRET//COMINT//REL TO USA, AUS, CAN, GBR, NZL~~

Got it. If you have to, just drop it off with [redacted] or myself.

**From:** [redacted]  
**Sent:** Wednesday, October 17, 2012 10:38 AM  
**To:** [redacted]  
**Subject:** RE: (U) [redacted]

Classification: ~~SECRET//COMINT//REL TO USA, AUS, CAN, GBR, NZL~~

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

Thanks [redacted] called me (I realized I forgot to [redacted] so he's calling around to see exactly who I can drop it off with. ☺

[redacted]

Thanks

[redacted]

(b) (1)  
(b) (3)-P.L. 86-36

**From:** [redacted]  
**Sent:** Wednesday, October 17, 2012 10:32 AM  
**To:** [redacted]  
**Cc:** [redacted]  
**Subject:** RE: (U) [redacted]

Classification: ~~SECRET//COMINT//REL TO USA, AUS, CAN, GBR, NZL~~

[redacted]

Bring it to the registry and they can drop it off with the execs.

Thanks,

R/

[Redacted]

\*\*\*\*\*

(U//FOUO)

[Redacted]

NMCI:  
NIPR:  
SIPR:  
JWICS  
\*\*\*\*\*

[Redacted]

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

From: [Redacted]

Sent: Wednesday, October 17, 2012 10:24 AM

To: [Redacted]

CC: [Redacted]

Subject: (U) [Redacted]

Classification: ~~SECRET//COMINT//REL TO USA, AUS, CAN, GBR, NZL~~

[Redacted] Registry/Execs,

(b) (3) - P.L. 86-36  
(b) (4)

[Redacted] has a [Redacted] which is requesting [Redacted] Please let me know [Redacted] it is currently in [Redacted] [Redacted] is (S//NF) [Redacted]

Thanks

[Redacted]

(b) (1)  
(b) (3) - P.L. 86-36

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

Derived From: NSA/CSSM 1-52  
Dated: 20070108  
Declassify On: 20371001

Classification: ~~SECRET//COMINT//REL TO USA, AUS, CAN, GBR, NZL~~



~~TOP SECRET//SI//NOFORN~~

## **APPENDIX E**

**(U) NSA Access Control records**

~~TOP SECRET//SI//NOFORN~~



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

UNCLASSIFIED//FOR OFFICIAL USE ONLY

												151.75	
Date	DOW	Time	Location	Gaps	Confirm Total	MID-DAY GAP	Total Hours	COMPANY BILLED	DISCREPANT HOURS	ADJ.	Empl. Disc. HOURS (NET)	NOTES	
15-Oct-12	Mon	8:43	[REDACTED]						-		-		
15-Oct-12		16:12			7:28		7:28	8:00	0.50		0.50		
16-Oct-12	Tue	8:24								-		-	
16-Oct-12		9:54								-		-	
16-Oct-12		13:32								-		-	
16-Oct-12		13:53			0:21					-		-	
16-Oct-12		16:02				7:38		7:38	8:00	0.25		0.25	
17-Oct-12	Wed	8:59								-		-	
17-Oct-12		14:51								-		-	
17-Oct-12		14:58			0:07					-		-	
17-Oct-12		15:09								-		-	
17-Oct-12		15:22			0:13					-		-	
17-Oct-12		17:09				8:10		8:10	8:00	-		-	
18-Oct-12	Thu	7:20								-		-	
18-Oct-12		11:19								-		-	
18-Oct-12		12:35			1:16					-		-	
18-Oct-12		13:27								-		-	
18-Oct-12		13:36			0:08					-		-	
18-Oct-12		14:02								-		-	
18-Oct-12		14:13			0:11					-		-	
18-Oct-12		16:54				9:34	1:16	8:18	9:30	1.00	(0.50)	0.50	Random selected day for possible package dropoff 1 of 4
19-Oct-12	Fri	6:28								-		-	
19-Oct-12		11:15								-		-	
19-Oct-12		13:25			2:10					-		-	
19-Oct-12		14:31				8:03	2:10	5:52	6:00	-		-	"Ran home for emergency"
22-Oct-12	Mon	7:29								-		-	
22-Oct-12		11:17							-		-		
22-Oct-12		12:29		1:12					-		-		
22-Oct-12		15:16			7:46	1:12	6:34	8:00	1.25	(0.50)	0.75	Random selected day for possible package dropoff 2 of 4	
23-Oct-12	Tue	8:26							-		-		
23-Oct-12		12:07			3:41		3:41	5:00	1.25		1.25		
24-Oct-12	Wed	7:39							-		-		
24-Oct-12		17:19			9:40		9:40	10:00	0.25		0.25		
25-Oct-12	Thu	7:44							-		-		
25-Oct-12		16:15			8:30		8:30	9:30	0.75		0.75		
26-Oct-12	Fri	7:53							-		-		

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

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

UNCLASSIFIED//FOR OFFICIAL USE ONLY

Date	DOW	Time	Location	Gaps	Confirm	> 30 min.	Total Hours	COMPANY	DISCREPANT	ADJ.	151.75	NOTES
					Total	MID-DAY GAP		BILLED	HOURS		Emp. Disc. HOURS (NET)	
26-Oct-12		15:43			7:50		7:50	8:00	-		-	
29-Oct-12	Mon	7:16							-		-	
29-Oct-12		11:30			4:14		4:14	6:00	1.75		1.75	
31-Oct-12	Wed	7:15							-		-	
31-Oct-12		9:00							-		-	
31-Oct-12		10:25		1:24					-		-	
31-Oct-12		13:13			5:57	1:24	4:32	8:00	3.25		3.25	"Left early" and errands.
1-Nov-12	Thu	7:39							-		-	
1-Nov-12		16:32			8:52		8:52	9:30	0.50		0.50	
2-Nov-12	Fri	7:39							-		-	
2-Nov-12		15:22			7:42		7:42	8:30	0.75		0.75	
5-Nov-12	Mon	7:42							-		-	
5-Nov-12		16:22			8:39		8:39	9:00	0.25		0.25	
6-Nov-12	Tue	6:37							-		-	
6-Nov-12		10:45							-		-	
6-Nov-12		10:53		0:07					-		-	
6-Nov-12		13:44							-		-	
6-Nov-12		13:53		0:09					-		-	
6-Nov-12		16:53			10:16		10:16	10:30	-		-	
7-Nov-12	Wed	7:16							-		-	
7-Nov-12		11:20			4:03		4:03	5:00	0.75		0.75	
8-Nov-12	Thu	7:46							-		-	
8-Nov-12		16:59			9:13		9:13	9:30	0.25		0.25	
9-Nov-12	Fri	7:12							-		-	
9-Nov-12		11:51							-		-	
9-Nov-12		12:56		1:04					-		-	
9-Nov-12		14:57			7:44	1:04	6:39	8:00	1.25	(0.50)	0.75	Random selected day for possible package dropoff 3 of 4
13-Nov-12	Tue	6:48							-		-	
13-Nov-12		11:52							-		-	
13-Nov-12		13:25		1:33					-		-	
13-Nov-12		17:09			10:21	1:33	8:48	10:30	1.50		1.50	"Ran personal errand durin
14-Nov-12	Wed	7:33							-		-	
14-Nov-12		10:50							-		-	
14-Nov-12		12:01		1:10					-		-	
14-Nov-12		13:20							-		-	
14-Nov-12		13:29		0:09					-		-	
14-Nov-12		16:53			9:19	1:10	8:09	9:30	1.25	(0.25)	1.00	Travel time

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

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

UNCLASSIFIED//FOR OFFICIAL USE ONLY

Date	DOW	Time	Location	UNCLASSIFIED//FOR OFFICIAL USE ONLY		UNCLASSIFIED//FOR OFFICIAL USE ONLY		UNCLASSIFIED//FOR OFFICIAL USE ONLY		UNCLASSIFIED//FOR OFFICIAL USE ONLY		151.75	NOTES	
				Gaps	Confirm Total	MID-DAY GAP	Total Hours	COMPANY BILLED	DISCREPANT HOURS	ADJ.	Empl. Disc. HOURS (NET)			
15-Nov-12	Thu	6:32	[REDACTED]											
15-Nov-12		10:02												
15-Nov-12		10:11		0:09										
15-Nov-12		12:18												
15-Nov-12		12:55		0:36										
15-Nov-12		16:27			9:54		9:54	10:00						
16-Nov-12	Fri	7:05												
16-Nov-12		15:14			8:09		8:09	8:00						
19-Nov-12	Mon	6:13												
19-Nov-12		11:42												
19-Nov-12		12:22		0:40										
19-Nov-12		15:11			8:58	0:40	8:18	9:30	1.00			1.00		
20-Nov-12	Tue	6:52												
20-Nov-12		11:42												
20-Nov-12		13:02		1:20										
20-Nov-12		16:00			9:07	1:20	7:47	9:00	1.00	(0.50)		0.50		Random selected day for possible package dropoff 4 of 4
26-Nov-12	Mon	7:31												
26-Nov-12		15:48			8:16		8:16	8:30						
27-Nov-12	Tue	7:54												
27-Nov-12		10:24												
27-Nov-12		10:39		0:15										
27-Nov-12		10:56												
27-Nov-12		11:53		0:57										
27-Nov-12		15:51			7:56	0:57	6:59	9:00	2.00	(0.25)		1.75		Travel time
28-Nov-12	Wed	7:52												
28-Nov-12		16:50			8:58		8:58	10:00	1.00			1.00		
29-Nov-12	Thu	7:18												
29-Nov-12		12:11												
29-Nov-12		13:31		1:20										
29-Nov-12		15:51			8:33	1:20	7:13	9:30	2.25			2.25		
30-Nov-12	Fri	7:17												
30-Nov-12		11:27												
30-Nov-12		14:00	2:33											
30-Nov-12		16:23		9:06	2:33	6:32	9:30	2.75			2.75		"Went to lunch"	
3-Dec-12	Mon	7:27												
3-Dec-12		11:39												
3-Dec-12		14:09	2:30											
3-Dec-12		15:31		8:04	2:30	5:33	9:00	3.25			3.25		"Ran personal errands"	

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

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

UNCLASSIFIED//FOR OFFICIAL USE ONLY

				UNCLASSIFIED//FOR OFFICIAL USE ONLY							151.75		
Date	DOW	Time	Location	Gaps	Confirm Total	> 30 min. MID-DAY GAP	Total Hours	COMPANY BILLED	DISCREPANT HOURS	ADJ.	Empl. Disc. HOURS (NET)	NOTES	
4-Dec-12	Tue	6:45	[REDACTED]						-		-		
4-Dec-12		13:23			6:38		6:38	9:00	2.25		2.25		
5-Dec-12	Wed	6:27								-		-	
5-Dec-12		11:59								-		-	
5-Dec-12		14:03			2:03					-		-	
5-Dec-12		15:53								-		-	
5-Dec-12		16:06			0:12					-		-	
5-Dec-12		16:15				9:47	2:03	7:43	10:00	2.25	(0.25)	2.00	"Ran personal errands" travel time
6-Dec-12	Thu	6:35								-		-	
6-Dec-12		15:09				8:34		8:34	8:30	-		-	
10-Dec-12	Mon	8:32								-		-	
10-Dec-12		11:45				3:12		3:12	6:00	2.75		2.75	Government offsite outing/
11-Dec-12	Tue	7:04								-		-	
11-Dec-12		9:24								-		-	
11-Dec-12		10:36			1:12					-		-	
11-Dec-12		15:00				7:56	1:12	6:44	9:30	2.75		2.75	"Mistyped - Typed 9.5 inst
12-Dec-12	Wed	6:23								-		-	
12-Dec-12		9:40								-		-	
12-Dec-12		9:41								-		-	
12-Dec-12		9:49			0:07					-		-	
12-Dec-12		11:24							-		-		
12-Dec-12		11:31		0:07					-		-		
12-Dec-12		12:46							-		-		
12-Dec-12		13:30		0:43					-		-		
12-Dec-12		15:46			9:22	0:43	8:38	10:00	1.25		1.25		
13-Dec-12	Thu	6:37							-		-		
13-Dec-12		12:30			5:53		5:53	6:00	-		-		
17-Dec-12	Mon	7:47							-		-		
17-Dec-12		12:00							-		-		
17-Dec-12		13:59		1:58					-		-		
17-Dec-12		16:45			8:57	1:58	6:58	9:30	2.50		2.50	"Ran personal errands during lunch and left for the day early... must have mistyped 6 for 9"	
18-Dec-12	Tue	6:57							-		-		
18-Dec-12		15:21			8:24		8:24	10:00	1.50		1.50		
19-Dec-12	Wed	7:33							-		-		
19-Dec-12		16:04			8:31		8:31	10:00	1.25		1.25		
20-Dec-12	Thu	6:52							-		-		

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

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

UNCLASSIFIED//FOR OFFICIAL USE ONLY

				UNCLASSIFIED//FOR OFFICIAL USE ONLY							151.75	
Date	DOW	Time	Location	Gaps	Confirm	> 30 min.	Total Hours	COMPANY BILLED	DISCREPANT HOURS	ADJ.	Empl. Disc.	NOTES
					Total	MID-DAY GAP					HOURS (NET)	
20-Dec-12		12:13	[REDACTED]						-		-	
20-Dec-12		12:17		0:04					-		-	
20-Dec-12		16:00			9:08		9:08	9:30	0.25		0.25	
21-Dec-12	Fri	6:54							-		-	
21-Dec-12		11:17			4:22		4:22	5:00	0.50		0.50	
26-Dec-12	Wed	8:06							-		-	
26-Dec-12		14:37			6:30		6:30	6:00	(0.50)		(0.50)	
27-Dec-12	Thu	8:27							-		-	
27-Dec-12		15:41			7:13		7:13	6:00	(1.00)		(1.00)	
28-Dec-12	Fri	8:13							-		-	
28-Dec-12		12:09			3:56		3:56	5:00	1.00		1.00	
2-Jan-13	Wed	7:55							-		-	
2-Jan-13		16:08			8:12		8:12	9:00	0.75		0.75	
3-Jan-13	Thu	7:23							-		-	
3-Jan-13		12:17			4:54		4:54	6:00	1.00		1.00	"Left early; recorded time i
4-Jan-13	Fri	6:49							-		-	
4-Jan-13		8:00							-		-	
4-Jan-13		8:04			0:03				-		-	
4-Jan-13		15:14			8:25		8:25	9:00	0.50		0.50	
8-Jan-13	Tue	7:31							-		-	
8-Jan-13		10:26							-		-	
8-Jan-13		10:38			0:12				-		-	
8-Jan-13		16:24			8:53		8:53	10:00	1.00		1.00	
9-Jan-13	Wed	8:08							-		-	
9-Jan-13		16:26			8:18		8:18	10:00	1.50		1.50	
10-Jan-13	Thu	7:16							-		-	
10-Jan-13		16:00			8:44		8:44	10:00	1.25		1.25	
11-Jan-13	Fri	7:19							-		-	
11-Jan-13		15:28		8:08		8:08	10:00	1.75		1.75		
15-Jan-13	Tue	8:10						-		-		
15-Jan-13		8:45						-		-		
15-Jan-13		8:48		0:03				-		-		
15-Jan-13		9:55						-		-		
15-Jan-13		10:02		0:07				-		-		
15-Jan-13		17:44		9:33		9:33	10:00	0.25		0.25		
16-Jan-13	Wed	7:46						-		-		
16-Jan-13		13:26		5:40		5:40	7:00	1.25		1.25		

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

(b) (3) - P.L. 86-36  
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UNCLASSIFIED//FOR OFFICIAL USE ONLY

				UNCLASSIFIED//FOR OFFICIAL USE ONLY							151.75	
Date	DOW	Time	Location	Gaps	Confirm	> 30 min.	Total	COMPANY	DISCREPANT	ADJ.	Empl. Disc.	NOTES
					Total	MID-DAY	Hours	BILLED	HOURS		HOURS (NET)	
17-Jan-13	Thu	7:49							-		-	
17-Jan-13		12:09							-		-	
17-Jan-13		14:05		1:55					-		-	
17-Jan-13		17:33			9:44	1:55	7:48	10:00	2.00		2.00	"Ran personal errands dur
18-Jan-13	Fri	7:29							-		-	
18-Jan-13		15:29			7:59		7:59	8:00	-		-	
22-Jan-13	Tue	7:58							-		-	
22-Jan-13		17:07			9:08		9:08	9:30	0.25		0.25	
23-Jan-13	Wed	8:07							-		-	
23-Jan-13		17:28			9:20		9:20	10:00	0.50		0.50	
24-Jan-13	Thu	10:19							-		-	
24-Jan-13		18:18			7:59		7:59	6:30	(1.25)		(1.25)	
25-Jan-13	Fri	7:36							-		-	
25-Jan-13		11:07							-		-	
25-Jan-13		12:49		1:41					-		-	
25-Jan-13		16:14			8:38	1:41	6:56	8:30	1.50		1.50	"Ran personal errands dur
29-Jan-13	Tue	7:26							-		-	
29-Jan-13		16:23			8:56		8:56	9:30	0.50		0.50	
30-Jan-13	Wed	7:42							-		-	
30-Jan-13		16:25			8:43		8:43	9:00	0.25		0.25	
31-Jan-13	Thu	7:16							-		-	
31-Jan-13		11:38							-		-	
31-Jan-13		13:11		1:32					-		-	
31-Jan-13		16:27			9:10	1:32	7:37	9:30	1.75		1.75	"Ran personal errands dur
1-Feb-13	Fri	7:54							-		-	
1-Feb-13		14:56			7:02		7:02	8:00	0.75		0.75	
4-Feb-13	Mon	10:39							-		-	
4-Feb-13		16:07			5:28		5:28	4:00	(1.25)		(1.25)	
5-Feb-13	Tue	8:24							-		-	
5-Feb-13		15:25			7:00		7:00	9:00	1.75		1.75	"Arrived to work late"
6-Feb-13	Wed	8:20							-		-	
6-Feb-13		16:46			8:25		8:25	10:00	1.50		1.50	
7-Feb-13	Thu	7:44							-		-	
7-Feb-13		15:59			8:14		8:14	10:00	1.75		1.75	
8-Feb-13	Fri	7:08							-		-	

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

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UNCLASSIFIED//FOR OFFICIAL USE ONLY

				UNCLASSIFIED//FOR OFFICIAL USE ONLY							151.75	
Date	DOW	Time	Location	Gaps	Confirm	> 30 min.	Total	COMPANY	DISCREPANT	ADJ.	Empl. Disc.	NOTES
					Total	MID-DAY	Hours	BILLED	HOURS		HOURS (NET)	
8-Feb-13		12:31			5:22		5:22	7:00	1.50		1.50	
11-Feb-13	Mon	8:15							-		-	
11-Feb-13		14:50			6:34		6:34	9:00	2.25		2.25	"Left early"
12-Feb-13	Tue	7:38							-		-	
12-Feb-13		10:35							-		-	
12-Feb-13		13:05		2:29					-		-	
12-Feb-13		16:09			8:31	2:29	6:01	9:30	3.25		3.25	"Ran home for emergency"
13-Feb-13	Wed	7:30							-		-	
13-Feb-13		10:01							-		-	
13-Feb-13		10:16		0:15					-		-	
13-Feb-13		10:30							-		-	
13-Feb-13		12:08		1:38					-		-	
13-Feb-13		16:30			8:59	1:38	7:21	9:00	1.50	(0.25)	1.25	Travel time
14-Feb-13	Thu	7:24							-		-	
14-Feb-13		11:48							-		-	
14-Feb-13		14:02		2:13					-		-	
14-Feb-13		15:36			8:11	2:13	5:57	9:30	3.50		3.50	"Ran personal errands dur"
15-Feb-13	Fri	7:26							-		-	
15-Feb-13		13:28			6:01		6:01	8:00	1.75		1.75	"Left early for medical app"
19-Feb-13	Tue	7:32							-		-	
19-Feb-13		15:36			8:04		8:04	9:30	1.25		1.25	
20-Feb-13	Wed	7:10							-		-	
20-Feb-13		10:38							-		-	
20-Feb-13		11:41		1:02					-		-	
20-Feb-13		15:55			8:45	1:02	7:42	9:00	1.25		1.25	
21-Feb-13	Thu	7:41							-		-	
21-Feb-13		15:54			8:12		8:12	9:30	1.25		1.25	
25-Feb-13	Mon	7:39							-		-	
25-Feb-13		11:10			3:30		3:30	7:00	3.25		3.25	"Left early"
26-Feb-13	Tue	8:32							-		-	
26-Feb-13		16:46			8:13		8:13	9:00	0.75		0.75	
27-Feb-13	Wed	8:03							-		-	
27-Feb-13		11:05							-		-	
27-Feb-13		12:07		1:02					-		-	
27-Feb-13		16:05			8:01	1:02	6:59	9:00	2.00		2.00	
28-Feb-13	Thu	7:53							-		-	
28-Feb-13		11:11							-		-	
28-Feb-13		12:36		1:25					-		-	

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

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Date	DOW	Time	Location	Gaps	MID-DAY		Total Hours	COMPANY BILLED	DISCREPANT HOURS	ADJ.	151.75	NOTES	
					Confirm Total	> 30 min. GAP					Empl. Disc. HOURS (NET)		
28-Feb-13		16:09	[REDACTED]		8:16	1:25	6:51	8:30	1.50		1.50	"Ran personal errand durin	
1-Mar-13	Fri	7:54											
1-Mar-13		14:00			6:05		6:05	7:30	1.25			1.25	
4-Mar-13	Mon	8:39											
4-Mar-13		16:12			7:33		7:33	9:00	1.25			1.25	
5-Mar-13	Tue	8:18											
5-Mar-13		15:17			6:59		6:59	8:30	1.50			1.50	
7-Mar-13	Thu	7:00											
7-Mar-13		11:33											
7-Mar-13		12:52			1:18								
7-Mar-13		15:01											
7-Mar-13		15:05			0:04								
7-Mar-13		15:09				8:08	1:23	6:44	8:30	1.75		1.75	
8-Mar-13	Fri	7:23											
8-Mar-13		14:05				6:41		6:41	7:00	0.25		0.25	
12-Mar-13	Tue	9:03											
12-Mar-13		16:12				7:09		7:09	9:00	1.75		1.75	"Arrived late"
13-Mar-13	Wed	7:38											
13-Mar-13		15:12				7:34		7:34	9:00	1.25		1.25	"Outside appointment; left
14-Mar-13	Thu	7:39											
14-Mar-13		15:33				7:53		7:53	9:00	1.00		1.00	
15-Mar-13	Fri	6:57											
15-Mar-13		13:25			6:27		6:27	8:00	1.50		1.50		
18-Mar-13	Mon	9:13											
18-Mar-13		15:06			5:52		5:52	8:00	2.00		2.00	"Arrived late"	
19-Mar-13	Tue	8:56											
19-Mar-13		12:05											
19-Mar-13		12:39		0:33									
19-Mar-13		15:52			6:56	0:33	6:22	8:00	1.50		1.50	"Left early"	
20-Mar-13	Wed	7:47											
20-Mar-13		8:12											
20-Mar-13		8:21		0:09									
20-Mar-13		14:25			6:38		6:38	9:00	2.25		2.25	"Outside appointment; left	
21-Mar-13	Thu	7:41											
21-Mar-13		12:39											
21-Mar-13		12:48		0:08									
21-Mar-13		15:17											

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



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

UNCLASSIFIED//FOR OFFICIAL USE ONLY

Date	DOW	Time	Location	Gaps	> 30 min.		Total Hours	COMPANY BILLED	DISCREPANT HOURS	ADJ.	151.75	NOTES
					Confirm Total	MID-DAY GAP					Empl. Disc. HOURS (NET)	
21-Mar-13		15:40	[REDACTED]	0:23							-	
21-Mar-13		16:00			8:18	0:32	7:46	9:00	1.00	(0.50)	0.50	.5 for travel time
22-Mar-13	Fri	8:07									-	
22-Mar-13		12:54		4:47		4:47	8:00	3.00			3.00	"Meant to be 5 not 8"
26-Mar-13	Tue	8:08									-	
26-Mar-13		16:48		8:40		8:40	9:00	0.25			0.25	
27-Mar-13	Wed	8:00									-	
27-Mar-13		16:46		8:46		8:46	9:30	0.50			0.50	
28-Mar-13	Thu	7:08									-	
28-Mar-13		16:15		9:07		9:07	9:00	-			-	
29-Mar-13	Fri	7:13									-	
29-Mar-13		12:26		5:13		5:13	7:00	1.75			1.75	"Left early for the day"
2-Apr-13	Tue	8:01									-	
2-Apr-13		12:55									-	
2-Apr-13		13:04			0:09						-	
2-Apr-13		16:40		8:38			8:38	9:30	0.75			0.75
3-Apr-13	Wed	7:59									-	
3-Apr-13		16:03		8:04		8:04	9:00	0.75			0.75	
4-Apr-13	Thu	7:32									-	
4-Apr-13		11:30									-	
4-Apr-13		13:50			2:19						-	
4-Apr-13		15:39		8:07		2:19	5:47	8:00	2.00			2.00
5-Apr-13	Fri	6:40									-	
5-Apr-13		14:58		8:17		8:17	8:00	(0.25)			(0.25)	
8-Apr-13	Mon	8:34									-	
8-Apr-13		15:00		6:25		6:25	8:30	2.00			2.00	"Arrived late"
9-Apr-13	Tue	8:02									-	
9-Apr-13		8:02									-	
9-Apr-13		8:03									-	
9-Apr-13		8:03									-	
9-Apr-13		15:09		7:06		7:06	9:00	1.75			1.75	"Arrived late"
10-Apr-13	Wed	7:29									-	
10-Apr-13		12:24		4:54		4:54	5:00	-			-	
11-Apr-13	Thu	7:22									-	
11-Apr-13		15:16		7:54		7:54	9:00	1.00			1.00	
12-Apr-13	Fri	6:26									-	

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

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

UNCLASSIFIED//FOR OFFICIAL USE ONLY

				UNCLASSIFIED//FOR OFFICIAL USE ONLY						151.75		
Date	DOW	Time	Location	Gaps	Confirm Total	MID-DAY GAP	Total Hours	COMPANY BILLED	DISCREPANT HOURS	ADJ.	Empl. Disc. HOURS (NET)	NOTES
12-Apr-13		13:53	[REDACTED]		7:26		7:26	7:30	-		-	
15-Apr-13	Mon	9:17							-		-	
15-Apr-13		16:14				6:56	6:56	8:00	1.00		1.00	
16-Apr-13	Tue	7:13							-		-	
16-Apr-13		15:37				8:24	8:24	9:00	0.50		0.50	
17-Apr-13	Wed	7:49							-		-	
17-Apr-13		10:04							-		-	
17-Apr-13		10:10			0:05				-		-	
17-Apr-13		12:40							-		-	
17-Apr-13		12:53			0:13				-		-	
17-Apr-13		15:11				7:22	7:22	9:00	1.50		1.50	"Outside appointment; left
18-Apr-13	Thu	6:42							-		-	
18-Apr-13		15:45				9:02	9:02	8:00	(1.00)		(1.00)	
19-Apr-13	Fri	7:29							-		-	
19-Apr-13		12:03				4:33	4:33	7:00	2.25		2.25	"Outside appointment; left
22-Apr-13	Mon	7:35							-		-	
22-Apr-13		15:14							-		-	
22-Apr-13		15:15			0:01				-		-	
22-Apr-13		15:40				8:04	8:04	9:00	0.75		0.75	
23-Apr-13	Tue	7:10							-		-	
23-Apr-13		15:49				8:39	8:39	9:00	0.25		0.25	
29-Apr-13	Mon	7:45							-		-	
29-Apr-13		15:59				8:14	8:14	9:00	0.75		0.75	
30-Apr-13	Tue	7:58							-		-	
30-Apr-13		10:39							-		-	
30-Apr-13		10:58			0:18				-		-	
30-Apr-13		12:23							-		-	
30-Apr-13		12:33			0:09				-		-	
30-Apr-13		15:24				7:25	7:25	8:00	0.50		0.50	
1-May-13	Wed	7:18							-		-	
1-May-13		13:57			6:38	6:38	7:00	0.25		0.25		
2-May-13	Thu	6:46						-		-		
2-May-13		14:00			7:13	7:13	8:00	0.75		0.75	(b) (6)	
3-May-13	Fri	7:04						-		-		
3-May-13		14:37			7:33	7:33	8:00	0.25		0.25		
6-May-13	Mon	8:09						-		-		
6-May-13		14:55			6:46	6:46	9:00	2.00		2.00	"Left early [REDACTED]	

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

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

UNCLASSIFIED//FOR OFFICIAL USE ONLY

				UNCLASSIFIED//FOR OFFICIAL USE ONLY							151.75		
Date	DOW	Time	Location	Gaps	Confirm Total	MID-DAY GAP > 30 min.	Total Hours	COMPANY BILLED	DISCREPANT HOURS	ADJ.	Empl. Disc. HOURS (NET)	NOTES	
7-May-13	Tue	7:34	[REDACTED]						-		-		
7-May-13		9:56								-		-	
7-May-13		12:22			2:26					-		-	
7-May-13		15:47				8:12	2:26	5:46	9:00	3.00		3.00	"Typo - Meant to be 6 not 9"
8-May-13	Wed	6:49								-		-	
8-May-13		12:37				5:48		5:48	8:00	2.00		2.00	"Left early for the day"
9-May-13	Thu	7:07								-		-	
9-May-13		15:22				8:14		8:14	9:00	0.75		0.75	
10-May-13	Fri	6:08								-		-	
10-May-13		14:40				8:31		8:31	9:00	0.25		0.25	
20-May-13	Mon	7:07								-		-	
20-May-13		11:22								-		-	
20-May-13		13:51								-		-	
20-May-13		15:30				8:22		8:22	9:30	1.00		1.00	
21-May-13	Tue	7:59								-		-	
21-May-13		9:34								-		-	
21-May-13		11:54								-		-	
21-May-13		16:34				8:35		8:35	9:30	0.75		0.75	
23-May-13	Thu	8:45								-		-	(b) (6)
23-May-13		17:00				8:14		8:14	9:30	1.25		1.25	
24-May-13	Fri	7:45								-		-	
24-May-13		10:05								-		-	
24-May-13		11:37				3:52		3:52	8:00	4.00		4.00	"Left early" [REDACTED]
29-May-13	Wed	7:39								-		-	
29-May-13		9:55								-		-	
29-May-13		12:29							-		-		
29-May-13		12:42			5:02		5:02	5:00	-		-		
30-May-13	Thu	8:14							-		-		
30-May-13		10:09							-		-		
30-May-13		14:51			6:37		6:37	9:00	2.25		2.25		
31-May-13	Fri	8:08							-		-		
31-May-13		10:39							-		-		
31-May-13		12:47							-		-		
31-May-13		13:34							-		-		
31-May-13		13:57		0:22					-		-		
31-May-13		14:54							-		-		
31-May-13		15:21			7:13		7:13	8:00	0.75		0.75		
3-Jun-13	Mon	7:40							-		-		

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(b) (6)

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						> 30 min.					151.75		
Date	DOW	Time	Location	Gaps	Confirm Total	MID-DAY GAP	Total Hours	COMPANY BILLED	DISCREPANT HOURS	ADJ.	Empl. Disc. HOURS (NET)	NOTES	
3-Jun-13		10:12							-		-		
3-Jun-13		14:04								-		-	
3-Jun-13		15:45				8:04		8:04	8:00	-		-	
4-Jun-13	Tue	7:46								-		-	
4-Jun-13		14:39								-		-	
4-Jun-13		14:49			0:10					-		-	
4-Jun-13		15:51				8:04		8:04	8:00	-		-	
5-Jun-13	Wed	7:22								-		-	
5-Jun-13		9:57								-		-	
5-Jun-13		11:39								-		-	
5-Jun-13		16:06				8:43		8:43	8:30	-		-	
6-Jun-13	Thu	7:34								-		-	
6-Jun-13		12:08								-		-	
6-Jun-13		13:02			0:54					-		-	
6-Jun-13		15:59				8:25		8:25	8:30	-		-	
11-Jun-13	Tue	7:29								-		-	
11-Jun-13		10:21								-		-	
11-Jun-13		14:09								-		-	
11-Jun-13		15:40				8:10		8:10	8:00	-		-	
12-Jun-13	Wed	7:52								-		-	
12-Jun-13		9:41							-		-		
12-Jun-13		14:23							-		-		
12-Jun-13		16:32			8:39		8:39	8:30	-		-		
13-Jun-13	Thu	7:47							-		-		
13-Jun-13		9:58							-		-		
13-Jun-13		13:10							-		-		
13-Jun-13		15:01							-		-		
13-Jun-13		16:04			8:16		8:16	8:30	-		-		
14-Jun-13	Fri	5:38							-		-		
14-Jun-13		8:05							-		-		
14-Jun-13		13:35		5:29					-		-		
14-Jun-13		16:41							-		-		
14-Jun-13		18:46			13:07	5:29	7:37	7:45	-		-		
17-Jun-13	Mon	6:42							-		-		
17-Jun-13		9:17							-		-		
17-Jun-13		10:10		0:53					-		-		
17-Jun-13		16:49			10:07		10:07	10:00	-		-		
18-Jun-13	Tue	7:42							-		-		
18-Jun-13		15:12							-		-		
18-Jun-13		16:35			8:52		8:52	9:00	-		-		

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

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

UNCLASSIFIED//FOR OFFICIAL USE ONLY

				UNCLASSIFIED//FOR OFFICIAL USE ONLY						151.75		
Date	DOW	Time	Location	Gaps	Confirm	> 30 min.	Total	COMPANY	DISCREPANT	ADJ.	Empl. Disc.	NOTES
					Total	MID-DAY GAP	Hours	BILLED	HOURS		HOURS (NET)	
19-Jun-13	Wed	7:22										
19-Jun-13		14:00										
19-Jun-13		16:06			8:43		8:43	9:00	0.25		0.25	
20-Jun-13	Thu	6:49										
20-Jun-13		12:03										
20-Jun-13		17:52			11:03		11:03	11:00				
21-Jun-13	Fri	6:39										
21-Jun-13		15:04			8:25		8:25	9:30	1.00		1.00	
24-Jun-13	Mon	7:39										
24-Jun-13		11:10										
24-Jun-13		17:13			9:33		9:33	9:45				
25-Jun-13	Tue	7:01										
25-Jun-13		11:07										
25-Jun-13		12:30										
25-Jun-13		17:01			10:00		10:00	10:00				
26-Jun-13	Wed	7:14										
26-Jun-13		9:54										
26-Jun-13		13:04										
26-Jun-13		15:24			8:09		8:09	8:00				
27-Jun-13	Thu	7:51										
27-Jun-13		11:30										
27-Jun-13		11:42		0:11								
27-Jun-13		12:40										
27-Jun-13		12:40		0:00								
27-Jun-13		12:50										
27-Jun-13		13:12		0:22								
27-Jun-13		15:02										
27-Jun-13		16:01			8:09		8:09	8:00				
28-Jun-13	Fri	7:30										
28-Jun-13		10:34										
28-Jun-13		12:53										
28-Jun-13		15:54			8:23		8:23	8:30				
8-Jul-13	Mon	7:23										
8-Jul-13		10:23										
8-Jul-13		13:06										
8-Jul-13		16:35			9:11		9:11	9:15				
9-Jul-13	Tue	7:41										
9-Jul-13		8:30										
9-Jul-13		10:56										
9-Jul-13		13:39										
9-Jul-13		14:41										

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

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

UNCLASSIFIED//FOR OFFICIAL USE ONLY

Date	DOW	Time	Location	Gaps	> 30 min.			COMPANY BILLED	DISCREPANT HOURS	ADJ.	151.75	NOTES
					Confirm Total	MID-DAY GAP	Total Hours				Empl. Disc. HOURS (NET)	
9-Jul-13		16:36			8:55		8:55	9:00	-		-	
10-Jul-13	Wed	6:53							-		-	
10-Jul-13		13:30							-		-	
10-Jul-13		16:34			9:41		9:41	9:45	-		-	Corrected from 10.45 to 9
11-Jul-13	Thu	7:39							-		-	
11-Jul-13		9:41							-		-	
11-Jul-13		13:35							-		-	
11-Jul-13		18:22			10:42		10:42	11:00	0.25		0.25	
12-Jul-13	Fri	8:25							-		-	
12-Jul-13		14:59			6:33		6:33	6:45	-		-	
23-Jul-13	Tue	7:39							-		-	
23-Jul-13		10:05							-		-	
23-Jul-13		13:43							-		-	
23-Jul-13		15:51			8:12		8:12	8:15	-		-	
24-Jul-13	Wed	7:43							-		-	
24-Jul-13		10:30							-		-	
24-Jul-13		12:03		1:33					-		-	
24-Jul-13		13:29							-		-	
24-Jul-13		13:39		0:09					-		-	
24-Jul-13		16:41			8:58	1:42	7:15	9:00	1.50		1.50	
25-Jul-13	Thu	8:03							-		-	
25-Jul-13		14:27							-		-	
25-Jul-13		17:11			9:07		9:07	9:15	-		-	
26-Jul-13	Fri	8:05							-		-	
26-Jul-13		14:10							-		-	
26-Jul-13		15:36			7:31		7:31	7:30	-		-	
29-Jul-13	Mon	7:43							-		-	
29-Jul-13		10:11							-		-	
29-Jul-13		13:07							-		-	
29-Jul-13		14:52							-		-	
29-Jul-13		16:13			8:30		8:30	8:30	-		-	
30-Jul-13	Tue	7:35							-		-	
30-Jul-13		8:36							-		-	
30-Jul-13		8:50		0:14					-		-	
30-Jul-13		10:40							-		-	
30-Jul-13		10:56		0:16					-		-	
30-Jul-13		12:34							-		-	
30-Jul-13		15:53			8:17		8:17	8:15	-		-	
31-Jul-13	Wed	9:11							-		-	
31-Jul-13		14:40							-		-	

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

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

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Date	DOW	Time	Location	Gaps	Confirm	> 30 min.	Total Hours	COMPANY BILLED	DISCREPANT HOURS	ADJ.	151.75	NOTES
					Total	MID-DAY GAP					Empl. Disc. HOURS (NET)	
31-Jul-13		15:31			6:20		6:20	6:30	-		-	
1-Aug-13	Thu	8:11							-		-	
1-Aug-13		9:38							-		-	
1-Aug-13		10:58							-		-	
1-Aug-13		13:05							-		-	
1-Aug-13		13:21			5:10		5:10	5:15	-		-	
2-Aug-13	Fri	8:37							-		-	
2-Aug-13		10:36							-		-	
2-Aug-13		10:43		0:07					-		-	
2-Aug-13		10:48							-		-	
2-Aug-13		11:04		0:15					-		-	
2-Aug-13		15:37			6:59		6:59	7:00	-		-	
6-Aug-13	Tue	7:15							-		-	
6-Aug-13		9:16							-		-	
6-Aug-13		15:35			8:20		8:20	8:15	-		-	
7-Aug-13	Wed	7:48							-		-	
7-Aug-13		9:28							-		-	
7-Aug-13		13:06							-		-	
7-Aug-13		16:53			9:04		9:04	9:00	-		-	
8-Aug-13	Thu	7:36							-		-	
8-Aug-13		11:02							-		-	
8-Aug-13		14:46							-		-	
8-Aug-13		15:41			8:04		8:04	8:00	-		-	
9-Aug-13	Fri	7:24							-		-	
9-Aug-13		12:37			5:12		5:12	5:00	-		-	
12-Aug-13	Mon	7:29							-		-	
12-Aug-13		15:28			7:59		7:59	8:00	-		-	
13-Aug-13	Tue	6:46							-		-	
13-Aug-13		8:18							-		-	
13-Aug-13		13:08							-		-	
13-Aug-13		14:13		1:04					-		-	
13-Aug-13		14:55							-		-	
13-Aug-13		16:20			9:34	1:04	8:29	8:30	-		-	
14-Aug-13	Wed	7:21							-		-	
14-Aug-13		9:48							-		-	
14-Aug-13		13:38							-		-	
14-Aug-13		16:44			9:22		9:22	9:30	-		-	
15-Aug-13	Thu	8:24							-		-	
15-Aug-13		10:11							-		-	
15-Aug-13		17:33			9:08		9:08	9:00	-		-	

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

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(b) (6)

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				UNCLASSIFIED//FOR OFFICIAL USE ONLY							151.75		
Date	DOW	Time	Location	Gaps	Confirm Total	> 30 min. MID-DAY GAP	Total Hours	COMPANY BILLED	DISCREPANT HOURS	ADJ.	Empl. Disc. HOURS (NET)	NOTES	
16-Aug-13	Fri	6:30	[REDACTED]						-		-		
16-Aug-13		8:32								-		-	
16-Aug-13		8:32								-		-	
16-Aug-13		8:44			0:11					-		-	
16-Aug-13		11:40								-		-	
16-Aug-13		11:51			0:11					-		-	
16-Aug-13		13:23								-		-	
16-Aug-13		16:16				9:46		9:46	9:45	-		-	
20-Aug-13	Tue	7:36								-		-	
20-Aug-13		9:45								-		-	
20-Aug-13		16:17				8:40		8:40	9:00	0.25		0.25	
21-Aug-13	Wed	8:01								-		-	
21-Aug-13		10:01								-		-	
21-Aug-13		11:03								-		-	
21-Aug-13		11:29			0:26					-		-	
21-Aug-13		11:37								-		-	
21-Aug-13		11:52			0:15					-		-	
21-Aug-13		16:00				7:59		7:59	8:15	0.25		0.25	
22-Aug-13	Thu	7:55								-		-	
22-Aug-13		9:26								-		-	
22-Aug-13		13:59								-		-	
22-Aug-13		16:55				9:00		9:00	9:00	-		-	
23-Aug-13	Fri	9:21								-		-	
23-Aug-13		10:31								-		-	
23-Aug-13		12:46			2:14					-		-	
23-Aug-13		17:23				8:01	2:14	5:46	7:00	1.00		1.00	
26-Aug-13	Mon	8:15								-		-	
26-Aug-13		9:53								-		-	
26-Aug-13		11:25							-		-		
26-Aug-13		16:00			7:45		7:45	7:45	-		-		
27-Aug-13	Tue	7:46							-		-		
27-Aug-13		10:29							-		-		
27-Aug-13		16:20			8:33		8:33	8:30	-		-		
28-Aug-13	Wed	6:58							-		-		
28-Aug-13		10:28							-		-		
28-Aug-13		12:18							-		-		
28-Aug-13		16:29			9:30		9:30	9:45	-		-		
29-Aug-13	Thu	7:22							-		-		
29-Aug-13		10:12							-		-		
29-Aug-13		12:54							-		-		
29-Aug-13		14:35			7:13		7:13	7:30	0.25		0.25		

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



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

UNCLASSIFIED//FOR OFFICIAL USE ONLY

				UNCLASSIFIED//FOR OFFICIAL USE ONLY							151.75	
Date	DOW	Time	Location	Gaps	Confirm Total	MID-DAY GAP > 30 min.	Total Hours	COMPANY BILLED	DISCREPANT HOURS	ADJ.	Empl. Disc. HOURS (NET)	NOTES
30-Aug-13	Fri	6:59							-		-	
30-Aug-13		9:37							-		-	
30-Aug-13		14:02			7:02		7:02	7:15	-		-	
3-Sep-13	Tue	7:45							-		-	
3-Sep-13		9:54							-		-	
3-Sep-13		13:17							-		-	
3-Sep-13		14:22							-		-	
3-Sep-13		15:16			7:30		7:30	7:30	-		-	
4-Sep-13	Wed	7:22							-		-	
4-Sep-13		10:15							-		-	
4-Sep-13		16:02			8:40		8:40	9:00	0.25		0.25	
5-Sep-13	Thu	7:07							-		-	
5-Sep-13		10:07							-		-	
5-Sep-13		12:38							-		-	
5-Sep-13		13:58							-		-	
5-Sep-13		15:23			8:16		8:16	8:30	-		-	
6-Sep-13	Fri	7:19							-		-	
6-Sep-13		10:25							-		-	
6-Sep-13		11:54			4:34		4:34	5:00	0.25		0.25	
9-Sep-13	Mon	7:52							-		-	
9-Sep-13		10:17							-		-	
9-Sep-13		11:31							-		-	
9-Sep-13		14:46			6:54		6:54	7:00	-		-	
10-Sep-13	Tue	9:31							-		-	
10-Sep-13		11:12							-		-	
10-Sep-13		15:44			6:13		6:13	6:30	0.25		0.25	
11-Sep-13	Wed	8:10							-		-	
11-Sep-13		12:46							-		-	
11-Sep-13		14:35							-		-	
11-Sep-13		15:50			7:40		7:40	7:45	-		-	
12-Sep-13	Thu	7:06							-		-	
12-Sep-13		9:33							-		-	
12-Sep-13		13:19							-		-	
12-Sep-13		15:42			8:35		8:35	8:45	-		-	
13-Sep-13	Fri	7:04							-		-	
13-Sep-13		12:47							-		-	
13-Sep-13		14:21			7:16		7:16	7:30	-		-	
16-Sep-13	Mon	8:22							-		-	
16-Sep-13		10:53							-		-	

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

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

UNCLASSIFIED//FOR OFFICIAL USE ONLY

Date	DOW	Time	Location	Gaps	Confirm	MID-DAY	Total Hours	COMPANY BILLED	DISCREPANT HOURS	ADJ.	151.75	NOTES
					Total	GAP					Empl. Disc. HOURS (NET)	
16-Sep-13		13:09	[REDACTED]						-		-	
16-Sep-13		16:05			7:43		7:43	7:45	-		-	
17-Sep-13	Tue	7:29							-		-	
17-Sep-13		8:34							-		-	
17-Sep-13		8:43			0:08				-		-	
17-Sep-13		10:29							-		-	
17-Sep-13		10:38			0:08				-		-	
17-Sep-13		11:29							-		-	
17-Sep-13		15:31							-		-	
17-Sep-13		16:13				8:43	8:43	9:00	0.25		0.25	
18-Sep-13	Wed	6:48							-		-	
18-Sep-13		8:47							-		-	
18-Sep-13		11:19							-		-	
18-Sep-13		12:11			0:51				-		-	
18-Sep-13		16:32				9:44	0:51	8:52	10:00	1.00		1.00
19-Sep-13	Thu	7:11							-		-	
19-Sep-13		8:37							-		-	
19-Sep-13		8:46			0:08				-		-	
19-Sep-13		10:38							-		-	
19-Sep-13		11:00			0:22				-		-	
19-Sep-13		14:33				7:21	7:21	7:30	-		-	
20-Sep-13	Fri	6:56							-		-	
20-Sep-13		7:23							-		-	
20-Sep-13		7:26			0:02				-		-	
20-Sep-13		8:04							-		-	
20-Sep-13		8:08			0:03				-		-	
20-Sep-13		11:56						-		-		
20-Sep-13		15:17			8:21	8:21	8:15	-		-		
23-Sep-13	Mon	8:01						-		-		
23-Sep-13		9:48						-		-		
23-Sep-13		11:39						-		-		
23-Sep-13		16:51			8:49	8:49	8:45	-		-		
24-Sep-13	Tue	8:51						-		-		
24-Sep-13		11:43						-		-		
24-Sep-13		13:41		1:57				-		-		
24-Sep-13		16:59			8:07	1:57	6:10	6:15	-	-		
25-Sep-13	Wed	7:36						-		-		
25-Sep-13		9:40						-		-		
25-Sep-13		16:01			8:25	8:25	8:30	-		-		
26-Sep-13	Thu	7:34						-		-		
26-Sep-13		9:48						-		-		
26-Sep-13		12:49						-		-		

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

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

UNCLASSIFIED//FOR OFFICIAL USE ONLY

				UNCLASSIFIED//FOR OFFICIAL USE ONLY							151.75		
Date	DOW	Time	Location	Gaps	Confirm Total	> 30 min. MID-DAY GAP	Total Hours	COMPANY BILLED	DISCREPANT HOURS	ADJ.	Empl. Disc. HOURS (NET)	NOTES	
26-Sep-13		13:37	[REDACTED]		6:02		6:02	6:00	-		-		
27-Sep-13	Fri	6:26							-		-		
27-Sep-13		8:12							-		-		
27-Sep-13		9:50							-		-		
27-Sep-13		14:03							-		-		
27-Sep-13		14:17			0:14				-		-		
27-Sep-13		16:21				9:55		9:55	9:45	-		-	
30-Sep-13	Mon	8:09								-		-	
30-Sep-13		10:13								-		-	
30-Sep-13		17:06				8:57		8:57	9:00	-		-	
7-Oct-13	Mon	8:35								-		-	
7-Oct-13		8:57				0:22		0:22	0:00	(0.25)		(0.25)	
8-Oct-13	Tue	8:04								-		-	
8-Oct-13		10:19								-		-	
8-Oct-13		13:45								-		-	
8-Oct-13		16:34				8:30		8:30	8:30	-		-	
9-Oct-13	Wed	6:32								-		-	
9-Oct-13		11:40								-		-	
9-Oct-13		13:22								-		-	
9-Oct-13		15:36				9:03		9:03	9:00	-		-	
10-Oct-13	Thu	6:53								-		-	
10-Oct-13		10:00								-		-	
10-Oct-13		12:42								-		-	
10-Oct-13		13:50								-		-	
10-Oct-13		14:07				7:13		7:13	7:15	-		-	
15-Oct-13	Tue	10:29								-		-	
15-Oct-13		13:45								-		-	
15-Oct-13		17:43				7:14		7:14	7:15	-		-	
16-Oct-13	Wed	8:19								-		-	
16-Oct-13		13:02								-		-	
16-Oct-13		15:34			7:15		7:15	7:15	-		-		
17-Oct-13	Thu	7:42							-		-		
17-Oct-13		8:54							-		-		
17-Oct-13		10:52							-		-		
17-Oct-13		12:42							-		-		
17-Oct-13		16:36			8:54		8:54	9:00	-		-		
18-Oct-13	Fri	7:54							-		-		
18-Oct-13		10:08							-		-		
18-Oct-13		15:38			7:44		7:44	7:45	-		-		

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

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

UNCLASSIFIED//FOR OFFICIAL USE ONLY

				UNCLASSIFIED//FOR OFFICIAL USE ONLY							151.75		
Date	DOW	Time	Location	Gaps	Confirm Total	> 30 min. MID-DAY GAP	Total Hours	COMPANY BILLED	DISCREPANT HOURS	ADJ.	Empl. Disc. HOURS (NET)	NOTES	
21-Oct-13	Mon	8:57	[REDACTED]						-		-		
21-Oct-13		16:41			7:44		7:44	7:45	-		-		
22-Oct-13	Tue	7:11							-			-	
22-Oct-13		10:48							-			-	
22-Oct-13		14:08							-			-	
22-Oct-13		14:23							-			-	
22-Oct-13		16:55			9:43		9:43	10:00	0.25			0.25	
23-Oct-13	Wed	7:49							-			-	
23-Oct-13		10:16							-			-	
23-Oct-13		12:36							-			-	
23-Oct-13		17:20			9:30		9:30	9:30	-			-	
24-Oct-13	Thu	7:52							-			-	
24-Oct-13		10:12							-			-	
24-Oct-13		14:38							-			-	
24-Oct-13		16:36			8:43		8:43	8:45	-			-	
29-Oct-13	Tue	8:25							-			-	
29-Oct-13		12:48							-			-	
29-Oct-13		16:31			8:06		8:06	8:00	-			-	
30-Oct-13	Wed	9:06							-			-	
30-Oct-13		11:17							-			-	
30-Oct-13		14:32							-			-	
30-Oct-13		14:39			0:06				-			-	
30-Oct-13		16:08							-			-	
30-Oct-13		16:14			0:06				-			-	
30-Oct-13		16:48			7:42		7:42	7:45	-			-	
31-Oct-13	Thu	7:09							-			-	
31-Oct-13		11:09							-			-	
31-Oct-13		16:04			8:54		8:54	9:00	-			-	
1-Nov-13	Fri	8:36							-			-	
1-Nov-13		10:08							-			-	
1-Nov-13		12:51		4:14		4:14	4:15	-			-		
4-Nov-13	Mon	8:33						-			-		
4-Nov-13		15:03						-			-		
4-Nov-13		16:44		8:10		8:10	8:15	-			-		
5-Nov-13	Tue	8:20						-			-		
5-Nov-13		11:00						-			-		
5-Nov-13		11:02						-			-		
5-Nov-13		11:08		0:06				-			-		
5-Nov-13		13:26						-			-		
5-Nov-13		13:44						-			-		
5-Nov-13		13:55		0:11				-			-		

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

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

UNCLASSIFIED//FOR OFFICIAL USE ONLY

				UNCLASSIFIED//FOR OFFICIAL USE ONLY							151.75		
Date	DOW	Time	Location	Gaps	Confirm Total	MID-DAY GAP > 30 min.	Total Hours	COMPANY BILLED	DISCREPANT HOURS	ADJ.	Empl. Disc. HOURS (NET)	NOTES	
5-Nov-13		15:01	[REDACTED]						-		-		
5-Nov-13		15:11		0:10						-		-	
5-Nov-13		15:29								-		-	
5-Nov-13		15:38			0:09					-		-	
5-Nov-13		16:37				8:16		8:16	8:15	-		-	
6-Nov-13	Wed	8:01								-		-	
6-Nov-13		12:51								-		-	
6-Nov-13		16:41				8:40		8:40	8:30	-		-	
7-Nov-13	Thu	7:42								-		-	
7-Nov-13		12:45								-		-	
7-Nov-13		13:01								-		-	
7-Nov-13		15:59				8:16		8:16	8:15	-		-	
12-Nov-13	Tue	7:35								-		-	
12-Nov-13		13:20								-		-	
12-Nov-13		16:04				8:28		8:28	8:30	-		-	
13-Nov-13	Wed	7:37								-		-	
13-Nov-13		13:51								-		-	
13-Nov-13		16:12				8:35		8:35	8:30	-		-	
14-Nov-13	Thu	7:34								-		-	
14-Nov-13		15:19								-		-	
14-Nov-13		15:33			0:14					-		-	
14-Nov-13		16:16				8:41		8:41	8:45	-		-	
15-Nov-13	Fri	5:24								-		-	
15-Nov-13		10:56								-		-	
15-Nov-13		17:08				11:44		11:44	11:45	-		-	
18-Nov-13	Mon	7:50							-		-		
18-Nov-13		16:54							-		-		
18-Nov-13		16:55		0:00					-		-		
18-Nov-13		16:56			9:06		9:06	9:00	-		-		
19-Nov-13	Tue	7:53							-		-		
19-Nov-13		13:00							-		-		
19-Nov-13		16:30			8:37		8:37	8:45	-		-		
20-Nov-13	Wed	8:43							-		-		
20-Nov-13		10:22							-		-		
20-Nov-13		14:18							-		-		
20-Nov-13		14:26		0:07					-		-		
20-Nov-13		16:32							-		-		
20-Nov-13		16:52		0:20					-		-		
20-Nov-13		17:21			8:38		8:38	8:30	-		-		
21-Nov-13	Thu	7:44							-		-		

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

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

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				UNCLASSIFIED//FOR OFFICIAL USE ONLY							151.75		
Date	DOW	Time	Location	Gaps	Confirm Total	> 30 min. MID-DAY GAP	Total Hours	COMPANY BILLED	DISCREPANT HOURS	ADJ.	Empl. Disc. HOURS (NET)	NOTES	
21-Nov-13		12:56	[REDACTED]						-		-		
21-Nov-13		15:58			8:14		8:14	8:15	-		-		
22-Nov-13	Fri	7:38							-			-	
22-Nov-13		10:15							-			-	
22-Nov-13		14:01			6:23		6:23	6:30	-			-	
25-Nov-13	Mon	6:00							-			-	
25-Nov-13		16:47			10:46		10:46	10:45	-			-	
26-Nov-13	Tue	5:07							-			-	
26-Nov-13		11:09			6:02		6:02	6:00	-			-	
27-Nov-13	Wed	5:02							-			-	
27-Nov-13		9:31							-			-	
27-Nov-13		12:11			7:09		7:09	7:00	-			-	
2-Dec-13	Mon	8:31							-			-	
2-Dec-13		15:51			7:20		7:20	7:15	-			-	
3-Dec-13	Tue	6:30							-			-	
3-Dec-13		12:11							-			-	
3-Dec-13		16:15							-			-	
3-Dec-13		16:15			9:44		9:44	9:45	-			-	
4-Dec-13	Wed	8:11							-			-	
4-Dec-13		10:43							-			-	
4-Dec-13		16:43			8:31		8:31	8:30	-			-	
5-Dec-13	Thu	8:01							-			-	
5-Dec-13		11:39							-			-	
5-Dec-13		16:12			8:10		8:10	8:00	-			-	
6-Dec-13	Fri	7:59							-			-	
6-Dec-13		9:43							-			-	
6-Dec-13		16:25			8:26		8:26	8:30	-			-	
9-Dec-13	Mon	6:29							-			-	
9-Dec-13		11:20						-			-		
9-Dec-13		13:05						-			-		
9-Dec-13		15:32		9:02		9:02	9:00	-			-		
12-Dec-13	Thu	5:19						-			-		
12-Dec-13		8:04						-			-		
12-Dec-13		10:36		5:16		5:16	5:15	-			-		
13-Dec-13	Fri	7:12						-			-		
13-Dec-13		8:48						-			-		
13-Dec-13		16:04		8:51		8:51	8:45	-			-		

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

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

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Date	DOW	Time	Location	Gaps	Confirm	MID-DAY	Total	COMPANY	DISCREPANT	ADJ.	151.75	NOTES	
					Total	GAP	Hours	BILLED	HOURS		Empl. Disc.		
16-Dec-13	Mon	7:01	[REDACTED]										
16-Dec-13		9:56											
16-Dec-13		17:37						10:36	10:30				
17-Dec-13	Tue	7:21											
17-Dec-13		15:52						8:30	8:30				
18-Dec-13	Wed	6:17											
18-Dec-13		8:30											
18-Dec-13		9:56											
18-Dec-13		10:00			0:03								
18-Dec-13		10:02											
18-Dec-13		10:06			0:04								
18-Dec-13		11:46											
18-Dec-13		11:52			0:06								
18-Dec-13		12:55											
18-Dec-13		16:51						10:34	10:30				
19-Dec-13	Thu	7:50											
19-Dec-13		13:36											
19-Dec-13		13:51											
19-Dec-13		14:17			0:41								
19-Dec-13		15:10											
19-Dec-13		15:22			0:12								
19-Dec-13		15:56						8:06	8:00				
20-Dec-13	Fri	7:36											
20-Dec-13		12:18											
20-Dec-13		14:18						6:41	6:30				
23-Dec-13	Mon	5:04											
23-Dec-13		12:25						7:20	7:15				
26-Dec-13	Thu	9:45											
26-Dec-13		11:25											
26-Dec-13		14:35						4:50	4:45				
27-Dec-13	Fri	7:31											
27-Dec-13		13:05					5:33	5:30					
30-Dec-13	Mon	10:11											
30-Dec-13		11:20											
30-Dec-13		15:11					4:59	5:00					
31-Dec-13	Tue	5:57											
31-Dec-13		10:03					4:06	4:00					
											151.75		

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

~~TOP SECRET//SI//NOFORN~~

## APPENDIX F

(U) [redacted] explanations for the discrepant hours

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

~~TOP SECRET//SI//NOFORN~~



From: [REDACTED]  
 Sent: Thursday, July 10, 2014 8:02 AM  
 To: [REDACTED]  
 Subject: [REDACTED] Timecard - Mistakes

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

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

(b) (6)

Below is the email I sent to [REDACTED] within [REDACTED] on errors that I found. These errors were found either via calendar appointments (at work or my personal calendar on home), IM conversations, emails, etc. All other dates that I did not list I was unable to find data explaining the reasons (caught in parking lot conversations, appointments made to pick up/drop of packages, etc).

As for the undercharged time, confirm displayed I was in the building longer than I billed which is the proof that I need. I must have miscalculated those days or confused the times. I am never in the building w/o working.

The following dates have the amount of discrepant hours listed with a mistake on my part when recording the time:

19 Oct 2012 - 2.0 - Ran home for emergency  
 31 Oct 2012 - 2.0 - Left early (gap in time was running errands around the complex and caught in conversation)  
 13 Nov 2012 - 1.5 - Ran personal errand during lunch  
 30 Nov 2012 - 2.5 - Went to lunch  
 3 Dec 2012 - 2.5 - Ran personal errands / the remaining discrepancy hour, I was caught at work at the end of the day  
 5 Dec 2012 - 2.0 - Ran personal errands  
 10 Dec 2012 - 2.75 - Government offsite outing / left early for the day  
 11 Dec 2012 - 2.75 - Mistyped - Typed 9.5 instead of 6.5  
 17 Dec 2012 - 2.5 - Ran personal errands during lunch and left for the day early...must have mistyped 6 for 9.  
 3 Jan 2013 - 1.0 - Left early; recorded time incorrectly  
 17 Jan 2013 - 2.0 - Ran personal errands during lunch; recorded time incorrectly  
 25 Jan 2013 - 1.5 - Ran personal errands during lunch; recorded time incorrectly  
 31 Jan 2013 - 1.5 - Ran personal errands during lunch; recorded time incorrectly  
 5 Feb 2013 - 1.75 - Arrived to work late; recorded time incorrectly  
 11 Feb 2013 - 2.25 - Left early; recorded time incorrectly  
 12 Feb 2013 - 2.5 - Ran home for emergency; recorded time incorrectly  
 14 Feb 2013 - 3.5 - Ran personal errands during lunch; left early; recorded time incorrectly  
 15 Feb 2013 - 1.75 - Left early for medical appt; recorded time incorrectly  
 25 Feb 2013 - 3.25 - Left early; recorded time incorrectly  
 28 Feb 2013 - 1.25 - Ran personal errand during lunch; recorded time incorrectly  
 12 Mar 2013 - 1.75 - Arrived Late; recorded time incorrectly  
 13 Mar 2013 - 1.0 - Outside appointment; left early for the day. Recorded time incorrectly  
 18 Mar 2013 - 2.0 - Arrived late; recorded time incorrectly  
 19 Mar 2013 - 1.0 - Left early; recorded incorrectly  
 20 Mar 2013 - 2.0 - Outside appointment; left early for the day; recorded time incorrectly  
 22 Mar 2013 - 3.0 - Type; meant to be 5 not 8.  
 29 Mar 2013 - 1.75 - Left early for the day; recorded time incorrectly  
 4 Apr 2013 - 2.0 - Ran personal errand; recorded time incorrectly  
 8 Apr 2013 - 2.0 - Arrived late; recorded time incorrectly  
 9 Apr 2013 - 2.0 - Arrived late; recorded time incorrectly  
 17 Apr 2013 - 1.0 - Outside appointment; left early for the day; recorded time incorrectly  
 19 Apr 2013 - 2.25 - Outside appointment; left early for the day; recorded time incorrectly  
 6 May 2013 - 2.0 - Left early [REDACTED] recorded time incorrectly  
 7 May 2013 - 3.0 - Typo - Meant to be 6 not 9.  
 8 May 2013 - 2.0 - Left early for the day; recorded time incorrectly  
 24 May 2013 - 4.0 - Left early [REDACTED] recorded time incorrectly

The following were undercharged:

26 Dec 2012 - 0.5  
 27 Dec 2012 - 1.0

24 Jan 2013 - 1.5  
4 Feb 2013 - 1.5  
5 Apr 2013 - .25  
18 Apr 2013 - 1.0  
14 June 2013 - 5.25  
24 Sept 2013 - 1.75  
7 Oct 2013 - 0.25

(b) (6)

Just to confirm [redacted] forwarded some emails/calendar appointments that I forwarded to her with certain meeting times/dates to explain specific dates, correct?

Please let me know if you have any questions.

Thanks

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

~~TOP SECRET//SI//NOFORN~~

**APPENDIX G**

(U) [redacted] email about [redacted]

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

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

~~TOP SECRET//SI//NOFORN~~

[Redacted]

**From:** [Redacted]  
**Sent:** Friday, August 29, 2014 8:16 AM  
**To:** [Redacted]  
**Subject:** Re: [Redacted] IG Investigation

[Redacted]

I do not recall the dates as I no longer have access to my old calendar but it would have been in the Oct 2013-Dec 2013 timeframe. The POCs in the meeting were at a very high level and I'd prefer not to be questioned/interviewed regarding this (chief of [Redacted] etc.).

Thanks  
[Redacted]

On Friday, August 29, 2014 8:06 AM, [Redacted] wrote:

[Redacted]

I have another question that I came up. In your interview you mentioned visiting the [Redacted] sometimes for work but couldn't estimate how often. Were you able to use emails or your calendar to determine how often you may have gone? Can you recall any dates or timeframes you would have visited there? Or the name of the person/s you were meeting? Just a reminder, the period I'm interested in covers 1 October 2012 through 31 December 2013.

Thank you,

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

[Redacted]

---

**From:** [Redacted]  
**Sent:** Monday, August 25, 2014 8:32 AM  
**To:** [Redacted]  
**Subject:** Re: [Redacted] IG Investigation

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

[Redacted]

Not a problem. I figured I'd ask because that would solve this quickly, but I'll just wait to see how this final day pans out.

Thanks for all of your assistance!

[Redacted]

On Monday, August 25, 2014 7:46 AM, [Redacted] wrote:

[Redacted]

Unfortunately, we cannot provide the access control records for reasons like that. We only pull them in support of OIG investigations.

[Redacted]

~~TOP SECRET//SI//NOFORN~~

## APPENDIX H

(U)  records

⋮

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

~~TOP SECRET//SI//NOFORN~~

From: [REDACTED]  
 To: [REDACTED]  
 Cc: [REDACTED]  
 Subject: RE: (U) OIG Investigation  
 Date: Tuesday, September 09, 2014 10:45:08 AM

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

[REDACTED]

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

Lets start with this positon:

There are three ways a cleared individual can enter the [REDACTED]

1. The person is a full-time Tenant. This person would have a full-time desk assigned to them and once they receive a building orientation session and the [REDACTED] Security receives a valid V/R or CCR for them, they are issued a badge with a Badge Request form fully filled out. A full-time tenant has an unclassified account.
2. The person is a part-time Tenant. A part-time Tenant does not have a permanent assigned seat, but does come and utilize a desk at the [REDACTED]. A part-time tenant must work at least 10 hours/week in order to have a part-time badge. A part-time badge holder must also have a valid CCR or VR on file, and has an unclassified account. A part-time Tenant must maintain the 10 hours/week or the unclassified account is turned off. The CSSO does periodic audits of their badge to ensure compliance.
3. The person visiting the [REDACTED] on a frequent basis can obtain a frequent visitor picture badge. This is one that is assigned to them and is sponsored by an organization within the [REDACTED]. The Frequent Visitor badges as of December 2013 are electronically limited to work between 07:30 a.m. and 5:00 p.m. Monday through Friday only. These badge will only permit them turnstile access, and must knock on the individual door and be allowed entry by full-time Tenants.
4. The person visiting the [REDACTED] occasionally can obtain a one-day Visitor badge. To get a one-day Visitor badge a validation process must be completed before obtaining the badge. First, the person must have a VR or CCR on file. If they do not, the next course of action is for them to utilize our CONFIRM station with either a green IC or blue IC badge. If they do not have an IC badge, then the Guard will call my office and obtain a 1 day verbal. In all cases, the Guard for this type of visitor will be logged in to the Visitor Log by Date, time, badge number issued, Full Name, Company/Firm, who they are visiting, whether they are a US Citizen, whether they have a classified or unclassified meeting, and what type of validation (i.e. VR/CCR or CONFIRM) they used. The Guard fills out the log.

There is one Cleared Person log book that remains with the Guard at the Visitor Control Point inside our lobby.

Does this help?

Thanks!

[Redacted]

**From:** [Redacted]  
**Sent:** Tuesday, September 09, 2014 8:53 AM  
**To:** [Redacted]  
**Cc:** [Redacted]  
**Subject:** RE: (U) OIG Investigation

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

[Redacted]

I want to make sure I understand the [Redacted] visitor process and the information that you looked through because I have to clearly explain it in my report. Based on our conversations and the emails below, all visitors must either sign a visitor log book OR the guard enters their information into the visitor log book? Is that correct?

Is the log book that visitors sign different than the log book that the guard enters their information in? If so, am I correct that you checked both for the below individuals?

Thank you!

[Redacted]

(U//FOUO)

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

Investigator  
Office of the Inspector General

[Redacted]  
963-0947(s)  
[Redacted]

**From:** [Redacted]  
**Sent:** Friday, August 29, 2014 3:17 PM  
**To:** [Redacted]  
**Cc:** [Redacted]  
**Subject:** RE: (U) OIG Investigation

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

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

[Redacted]

Here's what we have on record for [Redacted] between October 2013 and December 2013:

Visitor Badge	Date	Time Entered	Time Departed	Clearances Via
[Redacted]	12/19/2013	1355L	1407L	CONFIRM

Here's what we have on record for [Redacted] between August 22, 2013 and March 31, 2014:

Visitor Badge	Date	Time Entered	Time Departed	Clearances Via
[Redacted]	08/28/2013	1218L	1408L	CONFIRM
[Redacted]	01/15/2014	1354L	1500L	VISIT REQUEST
[Redacted]	01/17/2014	0955L	1033L	VISIT REQUEST
[Redacted]	02/18/2014	1258L	1348L	VISIT REQUEST

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

A visitor would've only received an [Redacted] Cleared Visitor Badge after the Guard had checked for valid ID, confirmed his/her clearances and then logged in all of the information that NSA requires us to place into the [Redacted] Cleared Visitor Log. If there's anything else, please let know!

Sincerely,

[Redacted Signature]

**From:** [Redacted]  
**Sent:** Friday, August 29, 2014 8:50 AM  
**To:** [Redacted]  
**Cc:** [Redacted]  
**Subject:** FW: (U) OIG Investigation

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

[Redacted]

I spoke to the subject [Redacted] and she was able to give me a better timeframe. For [Redacted] [Redacted] can you look through the records during the months of October 2013 through December 2013 to see if she visited? She told me she always used a visitor badge but that she did not sign in.

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



Is it possible for them to enter without signing in?

Thanks!

[Redacted]

(U//~~FOUO~~)

[Redacted]

Investigator

Office of the Inspector General

[Redacted]

963-0947(s)

[Redacted]

"PRIVACY SENSITIVE – any misuse or unauthorized disclosure may lead to disciplinary action."

From: [Redacted]  
Sent: Tuesday, August 26, 2014 5:58 PM  
To: [Redacted]  
Cc: [Redacted]  
Subject: RE: (U) OIG Investigation

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

Hello [Redacted]

I didn't see this email before now.

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

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

Status Report:

[Redacted] - Looked from 10/15/2012 through COB 8/22/2013 = Negative Finds, manually looking through Visitor Logs

[Redacted] - Looked from 11/13/2012 through COB 8/22/2013 and have found the following activity:

- 2/8/2013 Arrived @ 9:03 a.m. Departed @ 9:59 a.m.
- 6/28/2013 Arrived @ 10:38 a.m. Departed @ 11:34 a.m.
- 7/11/2013 Arrived @ 12:01 p.m. Departed @ 1:20 p.m.
- 7/31/2013 Arrived @ 9:24 a.m. Departed @ 11:20 a.m.

I'm on PTO starting now and will return Tuesday. I've asked [Redacted] to look through the logs starting 8/22/2013 tomorrow. If you believe we should stop, please "reply all", so [Redacted] can get the message.

Thanks.

[Redacted]

[Redacted]

**From:** [Redacted]  
**Sent:** Tuesday, August 26, 2014 2:22 PM  
**To:** [Redacted]  
**Subject:** RE: (U) OIG Investigation

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

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

[Redacted]

Sorry, I should have mentioned it was a year's time over the phone. I didn't realize you would have to manually search their name each day. I do not think it is necessary for you or [Redacted] to do that. For now, please do not proceed with this request. I will try to get specific dates that they claim to have been there.

Sorry for any inconvenience. I'll reach out to you again if I able to determine a more narrow timeframe or specific date to look for.

Thank you,

[Redacted]

(U//FOUO)

[Redacted]

Investigator  
Office of the Inspector General

[Redacted]

963-0947(s)

[Redacted]

"PRIVACY SENSITIVE - any misuse or unauthorized disclosure may lead to disciplinary action."

**From:** [Redacted]  
**Sent:** Tuesday, August 26, 2014 2:14 PM  
**To:** [Redacted]  
**Cc:** [Redacted]  
**Subject:** RE: (U) OIG Investigation

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

[Redacted]

Looking at the time blocks, we will need more time than next Tuesday to complete. We will have to manually look through every visitor log entry for their last name, then look-up their badge assignment information.

We will do our best.

Thanks. [Redacted]

[Redacted]

**From:** [Redacted]  
**Sent:** Tuesday, August 26, 2014 1:53 PM  
**To:** [Redacted]  
**Subject:** (U) OIG Investigation

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

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

[Redacted]

In support of an NSA OIG investigation, I would like to know any days (with the time they entered/exited if possible) the below contractors visited the [Redacted]. The time periods are different for both so I have listed the time period under investigation next to their name.

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

- 1. [Redacted] 15 October 2012 through 31 December 2013.
- 2. [Redacted] [Redacted] 13 November 2012 through 31 March 2014.

I would like this information by next Tuesday but if you need more time just let me know.

Thank you,

(b) (5)

[Redacted]

(U//FOUO)

[Redacted]

Investigator  
Office of the Inspector General

[Redacted]

963-0947(s)

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

[Redacted]

"PRIVACY SENSITIVE - any misuse or unauthorized disclosure may lead to disciplinary action."

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

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

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

From: [redacted]  
To: [redacted]  
Cc: [redacted]  
Subject: RE: (U) OIG Investigation  
Date: Tuesday, September 09, 2014 10:37:03 AM

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

[redacted]

The [redacted] Cleared Visitor Log is the master log that the [redacted] Guard uses to enter all of a visitor's pertinent information for our records (and it is from this log that I derived the information that was provided to you). The visitor, him/herself does not physically sign the log in the [redacted] Main Lobby, but does provide the guard with valid ID from which the guard will either look up the person in a Cleared Visitor Listing (provided by the [redacted] Security Office) to verify clearances or have the individual use the CONFIRM Station to do the same.

I'm not sure how much detail you want me to go into, but this is what [redacted] had wanted the [redacted] Cleared Visitor Log to include:

- 01) Date
- 02) Time Entering
- 03) Badge [redacted] Badge Number Assigned to Visitor)
- 04) Full Name of Visitor
- 05) Organization or Company
- 06) Full Name of Point of Contact (Must be an [redacted] Tenant or Staff Member)
- 07) U.S. Citizen (Yes/No)
- 08) Classified Visit (Yes/No)
- 09) Method of Access (Visit Request, Clearance Certification Request (CCR) or 1-Day Verbal via [redacted] Security Office)
- 10) Time Exiting
- 11) A disclaimer is provided which indicates that all persons who enter or leave the [redacted] facility are subject to inspection of their personal effects by [redacted] Security.
- 12) Privacy Act Statement Paragraph

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

Every visitor that arrives that needs to access the SCIF has to go through the Main Lobby Guard and all of the entries above are verified first and then entered by that very guard.

Does this help any?

Sincerely,

[redacted signature box]

**From:** [redacted]  
**Sent:** Tuesday, September 09, 2014 8:53 AM  
**To:** [redacted]  
**Cc:** [redacted]  
**Subject:** RE: (U) OIG Investigation

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

[redacted]

I want to make sure I understand the [redacted] visitor process and the information that you looked through because I have to clearly explain it in my report. Based on our conversations and the emails below, all visitors must either sign a visitor log book OR the guard enters their information into the visitor log book? Is that correct?

Is the log book that visitors sign different than the log book that the guard enters their information in? If so, am I correct that you checked both for the below individuals?

Thank you!

[redacted]

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

(U//FOUO)

[redacted]

Investigator  
Office of the Inspector General

[redacted]

963-0947(s)

[redacted]

**From:** [redacted]  
**Sent:** Friday, August 29, 2014 3:17 PM  
**To:** [redacted]  
**Cc:** [redacted]  
**Subject:** RE: (U) OIG Investigation

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

[redacted]

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

Here's what we have on record for [redacted] between October 2013 and December 2013:

Visitor Badge	Date	Time Entered	Time Departed	Clearances Via
[redacted]	12/19/2013	1355L	1407L	CONFIRM

Here's what we have on record for [redacted] between August 22, 2013 and March 31, 2014:

Visitor Badge	Date	Time Entered	Time Departed	Clearances Via
[redacted]	08/28/2013	1218L	1408L	CONFIRM
[redacted]	01/15/2014	1354L	1500L	VISIT REQUEST
[redacted]	01/17/2014	0955L	1033L	VISIT REQUEST
[redacted]	02/18/2014	1258L	1348L	VISIT REQUEST

A visitor would've only received an [redacted] Cleared Visitor Badge after the Guard had checked for valid ID, confirmed his/her clearances and been logged in all of the information that NSA requires us to place into the [redacted] Cleared Visitor Log. If there's anything else, please let know!

Sincerely,

[redacted signature]

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

**From:** [redacted]  
**Sent:** Friday, August 29, 2014 8:50 AM  
**To:** [redacted]  
**Cc:** [redacted]  
**Subject:** FW: (U) OIG Investigation

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

[redacted]

I spoke to the subject, [redacted] and she was able to give me a better timeframe. For [redacted] [redacted] can you look through the records during the months of October 2013 through December 2013 to see if she visited? She told me she always used a visitor badge but that she did not sign in. Is it possible for them to enter without signing in?

Thanks!

[redacted]

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

(U//FOUO)

[redacted]  
Investigator

Office of the Inspector General

[Redacted]

963-0947(s)

[Redacted]

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

"PRIVACY SENSITIVE - any misuse or unauthorized disclosure may lead to disciplinary action."

From: [Redacted]  
Sent: Tuesday, August 26, 2014 5:58 PM  
To: [Redacted]  
Cc: [Redacted]  
Subject: RE: (U) OIG Investigation

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

Hello [Redacted]

I didn't see this email before now.

Status Report:

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

[Redacted] - Looked from 10/15/2012 through COB 8/22/2013 = Negative Finds, manually looking through Visitor Logs

[Redacted] - Looked from 11/13/2012 through COB 8/22/2013 and have found the following activity:

2/8/2013	Arrived @ 9:03 a.m.	Departed @ 9:59 a.m.
6/28/2013	Arrived @ 10:38 a.m.	Departed @ 11:34 a.m.
7/11/2013	Arrived @ 12:01 p.m.	Departed @ 1:20 p.m.
7/31/2013	Arrived @ 9:24 a.m.	Departed @ 11:20 a.m.

I'm on PTO starting now and will return Tuesday. I've asked [Redacted] to look through the logs starting 8/22/2013 tomorrow. If you believe we should stop, please "reply all", so [Redacted] can get the message.

Thanks..

[Redacted]

[Redacted]



**From:** [redacted]  
**Sent:** Tuesday, August 26, 2014 2:22 PM  
**To:** [redacted]  
**Subject:** RE: (U) OIG Investigation

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

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

[redacted]

Sorry, I should have mentioned it was a year's time over the phone. I didn't realize you would have to manually search their name each day. I do not think it is necessary for you or [redacted] to do that. For now, please do not proceed with this request. I will try to get specific dates that they claim to have been there.

Sorry for any inconvenience. I'll reach out to you again if I able to determine a more narrow timeframe or specific date to look for.

Thank you,

[redacted]

(U//FOUO)

[redacted]  
Investigator  
Office of the Inspector General  
[redacted]  
963-0947(s)  
[redacted]

"PRIVACY SENSITIVE - any misuse or unauthorized disclosure may lead to disciplinary action."

**From:** [redacted]  
**Sent:** Tuesday, August 26, 2014 2:14 PM  
**To:** [redacted]  
**Cc:** [redacted]  
**Subject:** RE: (U) OIG Investigation

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

[redacted]

Looking at the time blocks, we will need more time than next Tuesday to complete. We will have to manually look through every visitor log entry for their last name, then look-up their badge assignment information.

We will do our best.

Thanks. [redacted]

[redacted]

**From:** [redacted]  
**Sent:** Tuesday, August 26, 2014 1:53 PM  
**To:** [redacted]  
**Subject:** (U) OIG Investigation

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

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

[redacted]

In support of an NSA OIG investigation, I would like to know any days (with the time they entered/exited if possible) the below contractors visited the [redacted]. The time periods are different for both so I have listed the time period under investigation next to their name.

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

1. [redacted] 15 October 2012 through 31 December 2013.
2. [redacted] 13 November 2012 through 31 March 2014.

I would like this information by next Tuesday but if you need more time just let me know.

Thank you,

(b) (6)

[redacted]

(U//~~FOUO~~)

[redacted]

Investigator  
Office of the Inspector General

[redacted]

963-0947(s)

[redacted]

"PRIVACY SENSITIVE - any misuse or unauthorized disclosure may lead to disciplinary action."

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

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

~~TOP SECRET//SI//NOFORN~~

## APPENDIX I

(U)  response to tentative conclusion

⋮

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

~~TOP SECRET//SI//NOFORN~~

[Redacted]

**From:** [Redacted]  
**Sent:** Thursday, March 12, 2015 8:40 AM  
**To:** [Redacted]  
**Subject:** Re: OIG Tentative Conclusions

[Redacted] (b) (3) - P.L. 86-36

As stated before, I made a mistake of poor timekeeping. In June, when this issue was raised, I started to log my hours and practice better timekeeping skills. Our timekeeping system does not ask to track start/end time. As I have stated previously there have been numerous occasions when I am stopped outside of the confirm area to discuss work. These discussions are in regards to status updates on projects regarding location of paperwork, ideas for future work and various other topics. My organization is split into two buildings so employees going back and forth between meetings in those buildings ran into me on the way in or out and stopped me to discuss any topic above. This happened and continues to happen frequently. Other than me stating the fact and the admittance that I had poor timekeeping skills and days I had to stop outside of confirm because a government employee stopped me I cannot "prove" anything else.

I was stating that due to the fact I had under charges as well as over charges that I did not fill my timecard in purposely overcharging the government in any way and it was a true and honest mistake. For those times/dates that I am unable to prove, I cannot give any other proof unless I had a camera showing me in the parking lot. I was simply asking if the statement/reasoning that the OIG is providing saying, "knowingly and willfully claimed false labor charges" can be changed to mistakes were provided. Also, please don't take this as an excuse, but the unfortunate truth is during the dates where the majority of the time was incorrect was during the time [Redacted] so I do understand the high possibility of my mistakes when recording my time. I can promise these were not on purpose.

Thanks,

[Redacted]

(b) (6)

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

**From:** [Redacted]  
**To:** [Redacted]  
**Sent:** Thursday, March 12, 2015 8:01 AM  
**Subject:** RE: OIG Tentative Conclusions

[Redacted]

A majority of the discrepancies occurred between 15 October 2012 and 31 May 2013 (133 work days) and about 85% of those days contained discrepant hours. Based on that fact and other evidence, we cannot consider the discrepancies were submitted unknowingly. There were seven dates that were undercharged and those dates were counted as such. The spreadsheet is a rolling total so, for example, if you over claimed 2 hours on one day and under claimed .5 hours on another, the total discrepancy is 1.5 hours. The office that could possibly take action on your security clearance receives the entire OIG report to review. The OIG report contains your testimony, a copy of the spreadsheet, and other testimony and evidence that we collected. I will include your below response in the final report. Since you had a couple questions I will give you another opportunity to provide any additional information before we close the investigation. If you'd like to add anything else please respond by COB 19 March 2015.

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

[Redacted]

-----Original Message-----

From: [Redacted]  
Sent: Wednesday, March 11, 2015 2:14 PM  
To: [Redacted]  
Subject: Re: OIG Tentative Conclusions

[Redacted]

Does the agency claim mistakes as "knowingly and willfully claimed false labor charges" since I had poor timekeeping skills prior to the incident? Does this do anything to my security report or clearance? I absolutely did not charge the government on purpose, as it was shown I had days where I undercharged as well.

Thanks  
[Redacted]

From: [Redacted]  
To: [Redacted]  
Sent: Wednesday, March 11, 2015 2:08 PM  
Subject: OIG Tentative Conclusions

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

[Redacted]

This email is to notify you of the tentative conclusions reached by the Office of the Inspector General (OIG) into allegations that you submitted false labor charges on your company timesheets. We looked into possible violations of 18 U.S.C. section 287 and 1001, and 31 U.S.C. section 3802. The OIG concluded, based on the preponderance of the evidence, that during the period of 15 October 2012 through 31 December 2013, you knowingly and willfully claimed false labor charges on your company timesheets, totaling 151.75 hours, in violation of the above mentioned authorities. 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 supporting evidence, to include your testimony and the fact that a majority of the discrepancies occurred prior to June 2013, will be in the final report. This is your opportunity to provide any additional information before we close the investigation and forward a report to NSA Security and a letter to the Maryland Procurement Office and the prime company. If you choose to respond, please do so by email and by COB 18 March 2015.

Thank you,  
[Redacted]

[Redacted]

NSA/CSS Office of the Inspector General  
Investigator

[Redacted]

"PRIVACY SENSITIVE - Any misuse or unauthorized disclosure may lead to disciplinary action."

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