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NATIONAL SECURITY AGENCY/CENTRAL SECURITY SERVICE

INSPECTOR GENERAL

REPORT OF INVESTIGATION

17 September 2014

IV-14-0060

Alleged Time and Attendance Fraud and Hostile Work Environment

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Approved for Release by NSA on 05-31-2019, FOIA Case # 79204 (litigation)

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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

(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

(U//~~FOUO~~) On 2 January 2014, the Office of the Inspector General (OIG) received an allegation that [redacted] engaged in timesheet fraud by not accurately recording her work hours.

(U//~~FOUO~~) The OIG investigation included interviews with [redacted] her supervisors and coworkers, as well as analysis of her timesheets, training records, and Access Control (AC) records from 31 December 2012 through 30 December 2013. The data disclosed discrepancies supporting the conclusion that [redacted] worked fewer hours than she claimed on her timesheets. We found 144 such discrepancies, totaling 103.50 hours. There were also four discrepancies, totaling 3.75 hours, wherein [redacted] was within NSA spaces longer than indicated on her timesheets. During the course of the investigation, another allegation, that [redacted] created a hostile work environment, was developed. Interviews were conducted with [redacted] her supervisors, and coworkers. Additionally, [redacted] was reviewed. The investigation concluded that [redacted] created a hostile work environment by making threatening statements to her colleagues.

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(U//~~FOUO~~) The preponderance of the evidence supports the conclusion that, during the period 31 December 2012 through 30 December 2013, [redacted] knowingly submitted false and inaccurate timesheets, for a total shortfall to the Government of 99.75 hours (approximately $3,739), in violation of 5 C.F.R. §2635.101(b) (5); the PMM, Chapter 360, §2-7(a), and Chapter 366, §2-1(K) and §§2-2(B). [redacted] also violated 18 U.S.C. §1001, 18 U.S.C. §287, and 31 U.S.C. §3802. Additionally, by creating a hostile work environment, [redacted] violated the NSA/CSS Policy 1-37, Annex D (1) and the PMM, Chapter 366, §§1-3 (E), §§2-1(A), and §§2-1(E).

(U//~~FOUO~~) A copy of the report will be forwarded to Employee Relations for information and any action deemed appropriate. Also, a summary of the findings will be forwarded to the Associate Directorate for Security and Counterintelligence (ADS&CI).

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II. (U) BACKGROUND

(U) Introduction

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(U//~~FOUO~~) [redacted] entered on duty at NSA on [redacted] Prior to her civilian employment, she was an NSA contractor and a military assignee.

(U//~~FOUO~~) On 2 January 2014, the OIG received allegations that [redacted] engaged in timesheet fraud by not accurately recording her work hours. During interviews with her supervisors and coworkers, another allegation, regarding the creation of a hostile work environment, was developed.

(U//~~FOUO~~) On 27 March 2014, Special Actions (Q242) temporarily suspended [redacted] access to NSA spaces after she informed her management chain that she had [redacted] and had a doctor's note which recommended she stay home from work for the rest of the week. On 31 March 2014, [redacted]

On 2 April 2014, [redacted]

On 9 April 2014, Q242 suspended her access to NSA spaces pending further security processing and [redacted]

(U//~~FOUO~~) On 27 May 2014, the OIG received an unsolicited e-mail message from [redacted] The email is included as Appendix E.

(U) Applicable Authorities

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

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

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

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

— (U)NSA/CSS Policy 37, Annex D

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— (U) 18 U.S.C. §287

— (U) 18 U.S.C. §1001

— (U) 31 U.S.C. §3802

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III. (U) FINDINGS

(U//~~FOUO~~) ALLEGATION 1: Did [redacted] submit false and inaccurate timesheets during the period of 31 December 2012 through 30 December 2013?

(U//~~FOUO~~) CONCLUSION: SUBSTANTIATED. The preponderance of the evidence supports the conclusion that [redacted] knowingly submitted false and inaccurate timesheets during the period 30 December 2012 through 31 December 2013, for a total shortfall to the Government of 99.75 hours (approximately $3,739), in violation of 5 C.F.R. §2635.101(b)(5), the PMM, Chapter 360, §2-7(a), and Chapter 366, §§2-1(K) and §§2-2(B). Additionally, [redacted] also violated 18 U.S.C. §1001, 18 U.S.C. §287, and 31 U.S.C. §3802.

(U) Evidence

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

(U) Documentary Evidence

(U) Timekeeping Records

(U//~~FOUO~~) [redacted] timesheets indicate that she was assigned to alternate work schedule four (AWS4), which is a flexible work schedule, during the period under review. The OIG's analysis of [redacted] timesheets and AC records for 30 December 2012 through 31 December 2013 revealed 144 discrepancies totaling 103.50 hours wherein [redacted] took unaccounted for midday breaks or arrived at work later and left earlier than indicated on her timesheets. The initial analysis also revealed four discrepancies during this time period, totaling 3.75 hours, wherein [redacted] was within NSA spaces longer than indicated on her timesheet. The analysis of [redacted] timesheets and AC records is attached in Appendix B. Copies of timesheets are attached in Appendix C.

(U) Training Records

(U//~~FOUO~~) [redacted] Training Profile was obtained and reviewed. All training during the period in question was accounted for in the analysis.

(U//~~FOUO~~) E-mail from [redacted] to [redacted] dated 5 December 2012

(U//~~FOUO~~) This e-mail (Appendix D) documented [redacted] 4 December 2012 verbal counseling with [redacted] regarding her time and attendance. Attached is the [redacted] Office Guide," which explains office policy including work hours and lunches.

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(U) Testimonial Evidence

*(U//~~FOUO~~) On 2 April 2014, [redacted] **Chief** [redacted] was interviewed and provided the following sworn testimony:*

(U//~~FOUO~~) [redacted] has been [redacted] supervisor, as either her team lead or branch chief, for approximately 16 to 18 months. He first questioned [redacted] time and attendance in approximately fall 2012. [redacted] noticed that she often arrived at work late and left early. She seemed to be consistently working half days. She was often missing during the midday and told [redacted] and other coworkers that she took naps in her vehicle during the day and did not deduct the time from her timesheet. [redacted] did not have any regular work-related activities outside of AC. [redacted] informed [redacted] who was the branch chief at that time, of the situation. [redacted] monitored [redacted] time and attendance for an unrecalled amount of time and told [redacted] that her timesheets did not accurately reflect her time at work. [redacted] then informed [redacted] the Chief of the office, who counseled [redacted] regarding her time and attendance and excessive use of leave.

(U//~~FOUO~~) By late fall 2013, [redacted] was [redacted] branch chief and several of her coworkers had informed [redacted] that [redacted] was not working full days. [redacted] kept track of [redacted] time for one pay period in November 2013. After tracking her work hours and reviewing her timesheet, [redacted] timesheet documented approximately seven to eight hours that she had not worked. [redacted] informed [redacted] of the matter, who then addressed [redacted] asked [redacted] if she wanted to change her timesheet, as her management did not feel her work hours were accurate. In response, [redacted] "went off the deep end," accused [redacted] of singling her out, and said her work hours were none of [redacted] business.

(U//~~FOUO~~) [redacted] time and attendance seemed to improve during the month after [redacted] spoke with her. However, recently, coworkers and supervision have noticed that she is often out of work and does not work full days. She made the comment to [redacted] that when she was a contractor, her time and attendance was investigated twice. [redacted] is unaware of the outcome of the referenced investigations, nor did he inquire further as to what organization conducted the investigations.

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(U//~~FOUO~~) On one occasion, [redacted] asked [redacted] for permission to take her 30 minute lunch break at the end of the workday. He discussed the matter with [redacted] and they allowed [redacted] to leave early that day. However, [redacted] denied allowing [redacted] to take her lunch at the end of the day on any other occasion. [redacted] was counseled regarding her time and attendance by [redacted] in approximately September 2012. At that time, [redacted] sent [redacted] the [redacted] Office Guide" (Appendix D), which stated "Employees

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are not authorized to take the meal break at the end of the day and leave early if you worked thru lunch."

(U//~~FOUO~~) On 19 and 22 May 2014, was interviewed and provided the following sworn testimony:

(U//~~FOUO~~) has worked as a civilian employee in her current office since 2011. All of her work is conducted within AC. Due to operational necessity, employees in office often work a four day week, 10 hours per day. that affected her ability to work full ten-hour days caused to request different work hours in approximately February 2014. The schedule that she requested was approved by her supervision and consisted of work hours of 1000 hours to 1800 hours, five days per week. Prior to her schedule change, work hours were approximately 0800 hours to 1800 hours, four days per week. was

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(U//~~FOUO~~) She stated that while working as a contractor, she often was too tired to go to work or had to leave early due to feeling tired. Even while she was a military assignee caused her work attendance to be affected; however, she explained that she always had civilian supervisors who were more lenient than her military chain of command. Therefore, she never experienced any negative consequences or counseling because of her attendance.

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(U//~~FOUO~~) Beginning in approximately March 2014, had assigned to EGM. However, she has on two to three occasions, has not sought She stated that although she was for two years, she did not think that there was a problem. In fact, she stated,

(U//~~FOUO~~) The OIG's analysis of time and attendance from 31 December 2012 through 30 December 2013, was reviewed with her and she admitted that caused her time and attendance to suffer for the past two years in that she has taken significant amounts of leave. Often, did not have enough accrued leave to cover her time off. On those occasions, intentionally entered incorrect information onto her timesheet and was aware that she worked less time than she documented on her timesheet. She explained the other discrepancies on the spreadsheet were due to training courses held outside of AC, forgetting to document "no lunch" on her timesheet, and taking lunches at the end of her workday. did

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not obtain supervisory approval to take lunch breaks at the end of her workday[1]. She claimed she was not aware that she needed approval to do so and stated, "this is not something that they go over in orientation." She advised that because it is "[her] leave," she is not required to get supervisory approval to leave early for the day. Although was counseled in the past by Division Chief, about not carrying a leave balance, she denied being counseled regarding her time and attendance at any time.

(U//~~FOUO~~) proposed a plan to her management, and that would allow her a completely flexible schedule with no core hours. She suggested that she could work for a few hours each day, leave for some time, and then return for a few hours. However, her suggestions were not approved. also told that he did not want her working "off hours" because there is no accountability.

(U//~~FOUO~~) In November 2013, told that was documenting her work hours. denied being asked to change her timesheet at that time by either or The conversation made her upset because she felt like she was being watched. She described the situation as "unfair" because although she admits there may have been "inaccuracies" on her timesheet during that period, neither nor made her aware of the inaccuracies.

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*(U//~~FOUO~~) On 26 March 2014, **Acting Division Chief,** was interviewed and provided the following sworn testimony:*

(U//~~FOUO~~) has been the Acting Division Chief of since the division was established in June 2013. direct supervisor is In late October 2013, told that he believed was working less time than she indicated on her timesheets. advised to track time and attendance for one pay period and then compare it with her timesheet. At the end of the pay period, 1 November 2013, compared his notes with timesheet and there were approximately seven hours of discrepancies where claimed time on her timesheet but had no record of her being at work. The discrepancies were consistent with what had previously noted; often arrived at work later or left earlier than indicated on her timesheet.

(U//~~FOUO~~) was confronted with the discrepancies and was given a chance to change her timesheet. She refused to change her timesheet and stated that she was comfortable with the data on her timesheet and that notes were wrong. then called HR to inquire about the process of starting an official time and

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[1] During the period of the investigation, the policy regarding meal periods stated "meal periods must be scheduled as close to the middle of the daily work hours as possible…with supervisory approval, employees may occasionally work less than the normal 8-hour day…and take no meal…it is recommended that supervisors not permit more than five hours of work without a scheduled meal period."

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attendance investigation. After two months, HR returned call and advised him to contact the OIG via the hotline.

(U//~~FOUO~~) Beginning in November 2013, talked to about her time and attendance on "a couple" of occasions, the last time being in approximately early March 2014. has also talked to on numerous occasions about the matter. Additionally, verbally counseled regarding the topic of "leave abuse," which described as using sick leave during every pay period and applying for advanced sick leave. On each occasion, became angry and later apologized for her reaction. Some of the reasons she has given for the discrepancies include talking to people in the halls for 15 minutes or more after entering the building but before arriving in her office and reporting directly to the "smoke pit" prior to arriving in her office. The former Division Chief, also counseled regarding her time and attendance.

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(U//~~FOUO~~) After talking to about her time and attendance in November 2013, noticed an improvement in her attendance that lasted until approximately early February 2014. However, after early February, her attendance began to decline and she has recently been arriving late and leaving early again.

(U//~~FOUO~~) On 21 May 2014, was interviewed and provided the following sworn testimony:

(U//~~FOUO~~) began working with in November 2013 when he joined her office and was assigned the desk directly next to desk. and have remained at these work spaces since that time.

(U//~~FOUO~~) is unreliable and has worked an erratic schedule since has been in her office. She often leaves work shortly after arriving. The schedule in the office is ten hour days for operational staff, to which is assigned; however, she often does not follow her established schedule and instead works on her days off, including weekends. This schedule makes operations difficult for other team members, as In late December 2013 or early January 2014, began completing job duties because of her frequent absences. The office policy for weekend work is to send an email when one arrives at work. often sends emails that state she has been at work for an hour or more, but because of computer problems, was unable to send a message until that time. finds it questionable that the weekend computer problems occur as often as has indicated.

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(U//~~FOUO~~) On 21 May 2014, [redacted] was interviewed and provided the following sworn testimony:

(U//~~FOUO~~) [redacted] has worked with [redacted] "on and off" for approximately 15 years as they [redacted] together. [redacted] was [redacted] supervisor during [redacted] After she left the military, she began work as an NSA contractor before becoming a civilian employee. [redacted] also worked with [redacted] when she was a contractor and noted that she did not work a regular schedule and was either in and out of work frequently throughout the days or often called out completely. It was hard to determine when she would be at work. [redacted] told [redacted] that it was often "hard to get her time in."

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(U//~~FOUO~~) Since 2011, when [redacted] began her civilian employment with NSA, she and [redacted] have worked in the same office. [redacted] described [redacted] attendance as "sparse" and "occasional." He is surprised if she is at work several days in a row. She has occasionally called the office to let them know that she would not be at work that day. However, [redacted] is not sure if [redacted] always calls the office to inform her supervision and coworkers when she will be out of work for the day. She often leaves work early for the day and jokes that she uses her leave as soon as she earns it.

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(U//~~FOUO~~) On 21 August 2014, [redacted] was interviewed and provided the following sworn testimony:

(U//~~FOUO~~) For the majority of time since approximately 2008, [redacted] has worked in the same organization as [redacted] In approximately December 2012, [redacted] informed [redacted] who was [redacted] division chief at the time, of two problems regarding [redacted] Coworkers complained of her excessive use of the unclassified computer system for non work related activity and [redacted] noticed discrepancies between the time she claimed on her timesheets and the hours that she was at work. [redacted] verbally counseled [redacted] regarding these matters and sent her a follow up e-mail (Appendix D) summarizing the counseling. [redacted] "played dumb" and stated that she was not aware of discrepancies between her timesheets and actual work time. However, [redacted] stated the [redacted] knew "the right thing to do" and was instead intentionally not working the amount of hours she claimed on her timesheet.

(U//~~FOUO~~) In the first few months following the counseling, [redacted] time and attendance, as well as use of the unclassified system, seemed to improve. However, within a few months, her attendance became sporadic. At that time, [redacted] and [redacted] made the decision to contact HR and the OIG about the matter.

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(U) Analysis and Conclusions

(U//~~FOUO~~) 18 U.S.C. §§ 287 & 1001, 31 U.S.C. §3802, and the NSA/CSS PMM, Chapter 366 §2.1(K) prohibit employees from knowingly making or presenting false or fraudulent statements or claims. NSA/CSS PMM Chapter 366 §2.2(B) prohibits "deliberate misrepresentations, falsifications, or omission or material facts in any Agency document." admitted that she intentionally documented time on her timesheets that she did not work because she did not have enough leave to cover her frequent absences. The evidence in this case supports admission in that there were over 30 times more discrepant hours in favor than in favor of the Government. Although claimed that she had never been counseled regarding her time and attendance prior to November 2013, testified that he counseled in fall 2012 regarding her time and attendance and documented the counseling in an e-mail (Appendix D).

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(U//~~FOUO~~) claimed that on over 50 occasions the discrepancies on the spreadsheet were due to taking lunches at the end of her workday or not eating lunch. testified that asked him on one occasion for approval to take her lunch at the end of her workday, which he approved. However, he denied approving any other instances of taking "no lunch." Additionally, stated that was aware of the office policies regarding lunches, specifically, that "employees are not authorized to take a meal break at the end of the day and leave early…" as she had been counseled by in the past and received the office policy regarding lunches in and e-mail send by

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(U//~~FOUO~~) According to 5 C.F.R. 2635.101(b)(5), employees shall make an honest effort in the performance of their official duties. The analysis of timesheets and AC records show a pattern of arriving later and leaving earlier than indicated on her timesheet. With over 100 discrepant hours, where worked fewer hours than she claimed on her timesheets, the OIG does not find it credible that she made an honest effort to spend a reasonable proportion of her time in performance of official duties.

(U//~~FOUO~~) The preponderance of the evidence supports the conclusion that knowingly submitted false and inaccurate timesheets during the period 30 December 2012 through 31 December 2013, for a total shortfall to the Government of 99.75 hours (approximately $3,739), in violation of 5 C.F.R. §2635.101(b) (5); the PMM, Chapter 360, §2-7(a), and Chapter 366, §2-1(K) and §2-2(B). Additionally violated 18 U.S.C. §1001 by submitting timesheets that she knew were false. By submitting these false timesheets, she made false claims, which violated 18 U.S.C. §287, and 31 U.S.C. §3802.

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(U//~~FOUO~~) ALLEGATION 2: Did [redacted] create a hostile work environment by making threatening statements to colleagues?

(U//~~FOUO~~) **CONCLUSION: SUBSTANTIATED**. The preponderance of the evidence supports the conclusion that [redacted] created a hostile work environment by making threatening statements to colleagues, in violation of NSA/CSS Policy 1-37, Annex D (1) and the PMM, Chapter 366, §§1-3 (E), §§2-1(A), and §§2-1(E).

(U) Evidence

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(U) Documentary Evidence

(U) [redacted] Records

(U//~~FOUO~~) [redacted] provided the OIG with a copy of [redacted] that she wrote, dated 6 February 2014. The post stated, "I think if anyone ever questions my work ethic again, I'm going to hit them with a brick."

(U) Testimonial Evidence

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(U//~~FOUO~~) On 2 April 2014, [redacted] was interviewed and provided the following sworn testimony:

(U//~~FOUO~~) [redacted] initially made statements [redacted] in approximately November 2013 regarding suing [redacted] for questioning her time and attendance. In approximately February 2014, she made a statement [redacted] that if anyone ever questions her integrity again, [redacted] felt that the February 2014 [redacted] post was directed against him because he had recently monitored her time and attendance. [redacted] was concerned about the post and informed [redacted] of the situation. [redacted] reported the matter to [redacted] Chief, [redacted] and [redacted] who replied that [redacted] is a personal site and they could not take any action.

(U//~~FOUO~~) In spring 2014, [redacted] acknowledged [redacted] was the only thing keeping her from killing her coworkers. [redacted] reported the incident to FGM and NSAG Security (FGQ) and [redacted] access to NSA was temporarily suspended. When she returned to work, she stated, "I don't know why everyone takes my jokes that I am going to kill everyone seriously."

(U//~~FOUO~~) On 19 May 2014, [redacted] was interviewed and provided the following sworn testimony:

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(U//~~FOUO~~) does not recall saying that was the only thing keeping her from killing her coworkers. Instead she thinks she said stated that she made the statement in a "joking manner" and statements like that are "nothing out of the ordinary from what everybody else has said…" in her office. She admitted that she has made similar statements at work on "probably several" occasions when she gets angry or frustrated with something. feels angry and frustrated at work "pretty much every day," and stated that everyone in her office shares the sentiment.

(U//~~FOUO~~) defined her relationship with her coworkers and supervisors as "fine," as they laugh and joke with each other. No one has ever talked to about the language that she uses at work; nor has she been counseled by management at any time regarding her language. stated that it "never occurred to [her]" that using that type of language at work was inappropriate and added that all of her coworkers and supervisors use this type of language. denied physically assaulting coworkers at any time or considering physically assaulting coworkers at any time.

(U//~~FOUO~~) denied writing anything about her coworkers or supervisors on She stated all of her posts are about people in general and "stupid" people, but not specifically about her coworkers and supervisors. When asked about a specific post regarding said the post was likely about someone who cut her off in traffic that day. She agreed to look for the post and provide it during her next meeting with the OIG.

(U//~~FOUO~~) On 22 May 2014, interviewed again, and provided the following sworn testimony:

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(U//~~FOUO~~) On the occasion where believes she commented

(U//~~FOUO~~) provided the OIG with a hard copy of her post from 6 February 2014. The post stated, " initially said that this was a general statement, not directed to any individual or group. When asked who questioned her work ethic, responded that "quite a few people" she worked with were questioning her work ethic at that time. When asked how people questioned her work ethic, she responded that they were checking on timecards. When asked who was checking on her timecards, she responded that the individual was added that the post was written in a joking manner and was not meant to be threatening. Further, she added that she would "not actually.. She stated that the post was "taken out of context" and added, "They should have left it the heck alone…that is my personal page." admitted that she

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could have been during the time that she wrote the post; however, she cannot remember specifically at that time.

(U//~~FOUO~~) Although she was unable to specifically recall additional occasions when she said something or posted something to regarding physical violence, she agreed that it has happened at other times. However, she was adamant that any statements regarding physical violence against another individual were made in a joking manner. makes joking statements regarding physical violence often; however, they are not meant to be threatening. She further added that coworkers usually laugh at her comments and no one has ever told her that threatening physical violence, even when joking, was not appropriate in the workplace.

(U//~~FOUO~~) On 21 May 2014, was interviewed and provided the following sworn testimony:

(U//~~FOUO~~) is loud; "in your face," and her moods are often "up and down." She threatened to shoot and kill her coworkers on at least nine occasions since has worked in her office. sent email messages to the team with messages like, Although later stated that she was joking when she made the threats, her coworkers became nervous. initially thought that "she was joking…of course you never know…I started to take it very seriously after so many times." described the May 2014 incident, where told him and other coworkers that keeping her from killing them, as "kind of scary;" however he did not feel personally threatened. The incident did make other coworkers nervous. and other coworkers reported the incident to their branch chief.

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(U//~~FOUO~~) On 21 May 2014, was interviewed and provided the following sworn testimony:

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(U//~~FOUO~~) On more than one occasion, made comments about killing people. told her that he thought she was joking, but he was not sure; therefore, he told her that if she was going to kill someone, she should not choose him as her victim. He explained that he felt like he needed to say that to but also felt that he should not have to have a conversation like that with anyone.

(U//~~FOUO~~) Prior to suspension, the situation became very uncomfortable, as she made a statement about to keep from killing all of you." made the statement about killing her colleagues with a "straight face" and did not say it in a joking manner. made references to "going postal" and general workplace violence directed against her coworkers. The situation escalated from "sort of joking about those things" over several years to a situation where "you're not really sure" if she was joking. Over the years, interactions with other people were "less funny and more pointed and serious; less going for the joke and more of making a

statement and not caring what anybody else heard." The situation was uncomfortable. explained that he, along with several other colleagues have told that her comments about workplace violence and killing her coworkers were not funny anymore. After made the most recent comment about being the only thing keeping her from killing her colleagues, and other coworkers reported the incident to branch chief.

(U//~~FOUO~~) On 21 August 2014, was interviewed and provided the following sworn testimony:

(U//~~FOUO~~) was recently made aware of inappropriate comments and aggression in the workplace. Colleagues have informed that and comments to the effect of Her comments have concerned her colleagues, disrupted the work of the office, and made the work environment uncomfortable.

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(U) Analysis and Conclusions

(U//~~FOUO~~) According to the NSA/CSS Policy 1-37, Annex D (1), "NSA/CSS shall maintain a work environment free of conduct that interferes with another individual's performance or that creates an intimidating, hostile, or offensive environment." Similarly, the PMM, Chapter 366, §2-1 (A) states, "employees will not use actions or words that denigrate or show hostility toward an individual for any reason…employees will not use abusive or offensive language, gestures, or other conduct…directed against other employees that could affect the individual's work performance or impact the work environment… and (E) states, "employees will"onnot make threats…against Agency persons…" including "… physical or verbal aggression, other threatening communications (e.g. writing or gestures), menacing conduct and disorderly or unusual behavior that disrupts the workplace." According to the PMM, Chapter 366 §1-3 (E), employees shall exercise "…courtesy and respect in dealings with fellow workers." statement regarding being the only thing that kept her from killing her coworkers created an intimidating hostile environment that clearly affected her colleagues and the overall work environment of the office. Several of her colleagues reported the incident to management because they found the incident "kind of scary" and "not funny anymore." Witnesses testified that this incident was not the first time made statements threatening her coworkers. She made similar statements on multiple occasions in the office. statements made her colleagues feel "uncomfortable" and "nervous." Further, statements regarding violence against coworkers not only show hostility, but also lack courtesy and respect.

(U//~~FOUO~~) The preponderance of the evidence supports the conclusion that created a hostile work environment by making threatening statements to her colleagues, in violation of NSA/CSS Policy 1-37, Annex D (1) and the PMM, Chapter 366, §1-3 (E) and §§2-1(A)(E).

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IV. (U) RESPONSE TO TENTATIVE CONCLUSION

(U//~~FOUO~~) On 16 September 2014, the OIG received the following response to the tentative conclusions. [redacted] response did not impact the OIG's conclusions.

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

Apologies for the late response, but I was out of town and did not have access to all of my email addresses.

I just wanted to offer that during the time period reviewed, up until I was placed on administrative leave, I was [redacted] During that time, I was not myself and unable to think clearly about regulations, responsibility, and consequences for my actions. I have since [redacted] (b)(6)

If it is possible, I would be very happy to ask [redacted] to give their statements as well. Both of them support my returning to work, and they would be able to give you professional insight into [redacted]

Thank you very much,

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

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V. (U) CONCLUSION

(U//~~FOUO~~) The preponderance of the evidence supports the conclusion that, during the period 31 December 2012 through 30 December 2013, [redacted] knowingly submitted false and inaccurate timesheets, for a total shortfall to the Government of 99.75 hours (approximately $3,739), in violation of 5 C.F.R. §2635.101 (b)(5), the PMM, Chapter 360, §2-7(a), and Chapter 366, §2-1(K) and §§2-2(B). [redacted] also violated 18 U.S.C. §1001, 18 U.S.C. §287, and 31 U.S.C. §3802.

(U//~~FOUO~~) The preponderance of the evidence supports the conclusion that [redacted] created a hostile work environment by making threatening statements to her colleagues, in violation of NSA/CSS Policy 1-37, Annex D(1) and the PMM, Chapter 366, §1-3(E) and §§2-1(A), and 2-1(E).

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V. (U) DISTRIBUTION OF RESULTS

(U//~~FOUO~~) A summary of the investigative findings will be provided to Employee Relations (MR) and the Associate Directorate for Security and Counterintelligence (ADS&CI), Q242 (Special Actions), for information.

[redacted]
Investigator

Concurred by:

[redacted]
Assistant Inspector General
for
Investigations

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APPENDIX A

(U) Applicable Authorities

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

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

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

Section 2-7 — (U) *Responsibilities*:

Employees:

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

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

Section 1-3 — General Principles for On-The-Job Conduct

E. (U//~~FOUO~~) Give thorough, efficient, and industrious service in the performance of assigned duties including presenting oneself for duty in a condition to perform work effectively; exercising courtesy and respect in dealings with fellow workers and the public; and exercising reasonable care in carrying out one's assigned duties.

Section 2.1 — (U) Work Environment*:*

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

A. Harassment/Intimidation – Employees will not use actions or words that denigrate or show hostility toward an individual for any reason, but especially because of race, color, religion, gender, national origin, age, or disability. Likewise, employees will not use abusive or offensive language, gestures, or other conduct (e.g. display of offensive writings, objects or pictures) directed against other employees that could affect the individual's work performance or impact the work environment.

…E. Violence, Threatening Behavior, OR Creating a Disturbance - Employees will not make threats, create a disturbance, engage in threatening behavior or perform acts of violence against Agency persons, activities, or property. This behavior includes physical or verbal aggression, other threatening communications (e.g. writing or gestures), menacing conduct and disorderly or unusual behavior that disrupts the workplace.

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

Section 2.2 — (U) Personnel Security Requirements

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

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

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(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 … 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.

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(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 be 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,

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) NSA/CSS POLICY 1-37, Equal Employment Opportunity, ANNEX D: *Prohibition of Harassment*

1. (U//~~FOUO~~) NSA/CSS shall maintain a work environment free of conduct that interferes with another individual's performance or that creates an intimidating, hostile, or offensive environment. All NSA/CSS personnel are responsible for ensuring a harassment-free workplace.

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APPENDIX B

(U) Analysis

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						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
12/31/12	Mon	10:45:31											
		10:47:53											
		12:00:29											
		12:10:37		0:10									
		14:18:48											
		14:21:07			3:35:36		Y	3:35:36	4:30	0.75		0.75	TS claimed 10-1430
1/3/13	Thu	9:34:07											
		9:36:17											
		10:27:50											
		10:35:40		0:07									
		12:13:13											
		12:21:32		0:08									
		14:15:05											
		14:24:16		0:09									
		15:14:11											
		15:16:22			5:42:15			5:12:15	5:45	0.50		0.50	TS claimed 0915-1530
1/4/13	Fri	9:16:39											
		9:18:57											
		10:34:48											
		10:44:10		0:09									
		11:56:45											
		12:08:50		0:12									
		14:05:08											
		14:07:31			4:50:52			4:20:52	6:00	1.50		1.50	TS claimed 0915-1545 (also claimed to take lunch at end of day)
1/7/13	Mon	9:16:57											
		9:19:01											
		10:24:14											
		10:38:25		0:14									
		12:47:19											
		12:55:52		0:08									
		15:07:27											
		15:09:48			5:52:51			5:22:51	5:45	0.25		0.25	TS claimed 0915-1530
1/8/13	Tue	7:36:30											
		7:38:43											
		8:20:57											
		8:23:15											
		10:30:58		2:07									
		10:33:22											
		12:11:58											
		12:26:05		0:14									
		15:22:21											
		15:24:51			7:48:21	2:07:00		5:11:21	8:15	3.00	-0.50	2.50	TS claimed 0700-1545. claimed lunch meeting with [redacted] but stated it was not official work time. Adj .5 for lunch
1/9/13	Wed	8:29:47											
		8:31:59											
		9:58:25											
		10:14:43		0:16									
		12:10:36											
		12:22:52		0:12									
		14:37:43											
		14:40:04			6:10:17			5:40:17	7:00	1.25		1.25	TS claimed 0800-1530
1/10/13	Thu	9:36:42											
		9:39:01											
		10:20:18											
		10:35:34		0:15									
		12:22:00											
		12:37:45		0:15									
		13:05:38											
		13:08:00											
		14:37:47		1:29									

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						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
		14:40:07										
		17:10:14										
		17:12:29			7:35:47	1:29:00		5:36:47	8:00	2.25	-0.50	1.75	TS claimed 0915-1745. Adj .5 for lunch
1/11/13	Fri	7:46:00											
		7:47:57											
		9:27:20											
		9:39:32		0:12									
		11:34:49											
		11:48:37		0:13									
		13:37:21											
		13:51:23		0:14									
		15:54:46											
		15:56:55			8:10:55			7:40:55	8:00	0.25		0.25	TS claimed 0800-1630
1/14/13	Mon	9:11:23											
		9:13:53											
		10:24:39											
		10:38:22		0:13									
		11:21:25											
		11:24:04			2:12:41		Y	2:12:41	2:00	0.00		0.00	Adj. for no lunch claimed
1/16/13	Wed	8:08:12											
		8:10:33											
		9:35:03											
		9:48:14		0:13									
		11:43:46											
		11:56:08		0:12									
		13:17:05											
		13:28:37		0:11									
		15:49:40											
		15:52:15			7:44:03			7:14:03	9:00	1.75		1.75	TS claimed 0800-1730(also claimed to take lunch at end of day)
1/17/13	Thu	7:59:41											
		8:01:50											
		9:40:31											
		9:49:10		0:08									
		10:41:22											
		10:57:56		0:16									
		13:11:44											
		13:22:06		0:10									
		13:58:35											
		14:00:38			6:00:57			5:30:57	6:00	0.25		0.25	TS claimed 0800-1430
1/18/13	Fri	8:57:26											
		8:59:47											
		10:12:59											
		10:25:05		0:12									
		11:54:48											
		12:04:26		0:09									
		13:10:43											
		13:12:53			4:15:27		Y	4:15:27	4:45	0.25		0.25	TS claimed 0845-1330. Adj. for no lunch claimed
1/19/13	Sat	9:10:20											
		9:12:39											
		11:03:44											
		11:12:42		0:08									
		13:24:05											
		13:26:17			4:15:57		Y	4:15:57	5:00	0.50		0.50	TS claimed 0900-1400. Adj. for no lunch claimed
1/20/13	Sun	8:55:26											
		8:57:56											
		10:05:31											
		10:15:24		0:09									
		12:24:16											
		12:34:16		0:10									

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[redacted]

Date	DOW	Time	Location	Gaps	Access Total	Total GAP(s)	(Y) No lunch Claimed	Net Time	Hours Claimed	Discrepant Hours	Net Discrepant ADJ	Net Discrepant Hours	Notes
		13:38:49											
		13:41:23			4:45:57		Y	4:45:57	5:15	0.25		0.25	TS claimed 0845-1400. Adj. for no lunch claimed
1/22/13	Tue	8:30:12											
		8:32:27											
		10:51:47											
		11:05:09		0:13									
		12:47:51											
		12:57:19		0:09									
		14:57:04											
		14:59:36			6:29:24			5:59:24	6:30	0.50		0.50	TS claimed 0830-1530
1/23/13	Wed	7:39:05											
		7:41:52											
		9:00:20											
		9:11:11		0:10									
		11:06:23											
		11:18:01		0:11									
		14:28:10											
		14:30:33			6:51:28			6:21:28	6:30	0.00		0.00	
1/24/13	Thu	8:26:04											
		8:28:11											
		9:39:19											
		9:54:07		0:14									
		11:33:06											
		11:49:09		0:16									
		14:00:21											
		14:13:31		0:13									
		16:40:18											
		16:42:39			8:16:35			7:46:35	8:30	0.50		0.50	TS claimed 0830-1730
1/25/13	Fri	8:46:17											
		8:48:25											
		10:04:59											
		10:20:55		0:15									
		13:04:18											
		13:15:30		0:11									
		15:38:14											
		15:49:55		0:11									
		17:07:41											
		17:09:42			8:23:25			7:53:25	8:30	0.50		0.50	TS claimed 0845-1745
1/26/13	Sat	10:39:50											
		10:42:07											
		11:42:41											
		11:55:59		0:13									
		13:03:14											
		13:05:49			2:25:59			1:55:59	5:30	3.50		3.50	TS claimed 0900-1500
1/28/13	Mon	9:40:02											
		9:42:20											
		10:42:54											
		10:55:58		0:13									
		12:34:24											
		12:48:09		0:13									
		14:23:19											
		14:34:00		0:10									
		16:12:05											
		16:14:25			6:34:23			6:04:23	6:30	0.25		0.25	TS claimed 0930-1630
1/29/13	Tue	6:46:18											
		6:48:36											
		8:39:24											
		8:46:08		0:06									
		10:01:30											

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Date	DOW	Time	Location	Gaps	Access Total	Total GAP(s)	(Y) No lunch Claimed	Net Time	Hours Claimed	Discrepant Hours	Net Discrepant ADJ	Net Discrepant Hours	Notes
		10:12:50	[redacted]	0:11									
		12:48:06											
		13:00:39		0:12									
		14:40:30											
		14:42:43			7:56:25			7:26:25	9:00	1.50		1.50	TS claimed 0630-1600
1/30/13	Wed	6:39:45											
		6:42:02											
		8:12:32											
		8:20:41		0:08									
		10:13:53											
		10:25:45		0:11									
		11:46:49											
		11:49:05			5:09:20		Y	5:09:20	6:00	0.75		0.75	TS claimed 0630-1230. Adj. for no lunch claimed
1/31/13	Thu	10:19:45											
		10:21:56											
		11:33:12											
		11:44:23		0:11									
		13:49:03											
		13:55:12		0:06									
		15:56:08											
		15:58:17			5:38:32			5:08:32	5:45	0.50		0.50	TS claimed 1015-1630
2/1/13	Fri	6:44:49											
		6:46:55											
		8:09:01											
		8:15:52		0:06									
		9:55:18											
		10:09:21		0:14									
		13:52:40											
		14:07:09		0:14									
		15:29:01											
		15:31:15			8:46:26			8:16:26	8:30	0.00		0.00	
2/4/13	Mon	6:10:03											
		6:12:28											
		9:18:13											
		9:32:11		0:13									
		11:18:20											
		11:30:30		0:12									
		11:39:03											
		11:41:32			5:31:29			5:01:29	6:00	0.75		0.75	TS claimed 0600-1230
2/5/13	Tue	8:23:25											
		8:25:45											
		9:59:15											
		10:12:54		0:13									
		12:10:05											
		12:21:19		0:11									
		13:55:24											
		14:07:29		0:12									
		15:22:27											
		15:31:47		0:09									
		16:43:54											
		16:46:12			8:22:47			7:52:47	8:30	0.50		0.50	TS claimed 0815-1715
2/6/13	Wed	8:24:58											
		8:27:00											
		9:28:59											
		9:45:44		0:16									
		11:04:18											
		11:18:44		0:14									
		12:39:24											
		12:54:40		0:15									
		14:17:18											

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Date	DOW	Time	Location	Gaps	Access Total	Total GAP(s)	(Y) No lunch Claimed	Net Time	Hours Claimed	Discrepant Hours	Net Discrepant ADJ	Net Discrepant Hours	Notes
		14:31:34		0:14									
		16:43:27											
		16:45:36			8:20:38			7:50:38	8:30	0.50		0.50	TS claimed 0815-1715
2/7/13	Thu	8:43:52											
		8:46:15											
		10:21:56											
		10:33:54		0:11									
		11:51:12											
		12:04:46		0:13									
		14:13:52											
		14:28:07		0:14									
		15:41:55											
		15:44:10			7:00:18			6:30:18	6:45	0.00		0.00	
2/8/13	Fri	9:16:26											
		9:18:38											
		10:27:52											
		10:38:28		0:10									
		12:23:27											
		12:37:52		0:14									
		14:13:39											
		14:26:27		0:12									
		15:57:49											
		15:59:52			6:43:26			6:13:26	6:25	0.00		0.00	
2/9/13	Sat	8:38:01											
		8:40:12											
		9:52:38											
		10:01:33		0:08									
		11:19:23											
		11:30:01		0:10									
		12:34:00											
		12:36:20			3:58:19		Y	3:58:19	4:00	0.00		0.00	TS claimed 1000-1400
2/10/13	Sun	10:01:40											
		10:03:51											
		11:33:19											
		11:43:32		0:10									
		13:16:31											
		13:26:29		0:09									
		14:56:35											
		14:58:54			4:57:14		Y	4:57:14	5:00	0.00		0.00	Adj. for no lunch claimed
2/11/13	Mon	6:48:42											
		6:50:55											
		8:36:21											
		8:46:32		0:10									
		10:08:27											
		10:21:20		0:12									
		11:49:07											
		12:02:17		0:13									
		13:54:37											
		13:56:57			7:08:15			6:38:15	7:00	0.25		0.25	TS claimed 0645-1415
2/12/13	Tue	9:16:57											
		9:19:22											
		10:26:07											
		10:33:32		0:07									
		12:17:15											
		12:30:48		0:13									
		15:26:33											
		15:40:07		0:13									
		16:47:20											
		16:49:49			7:32:52			7:02:52	8:00	0.75		0.75	TS claimed 0900-1730

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Release: 2019-05
NSA:08400

Doc ID: 6666526

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

						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
2/13/13	Wed	8:53:54										
		8:56:10										
		10:14:11										
		10:26:29		0:12								
		12:19:48										
		12:29:30		0:09								
		14:14:01										
		14:26:32		0:12								
		15:55:20										
		15:57:31			7:03:37			6:33:37	7:00	0.25		0.25	TS claimed 0845-1615
2/14/13	Thu	10:25:37										
		10:28:04										
		12:29:40										
		12:42:12		0:12								
		14:38:04										
		14:48:35		0:10								
		16:41:50										
		16:43:59			6:18:22			5:48:22	6:00	0.00		0.00	
2/15/13	Fri	8:12:16										
		8:14:27										
		10:02:57										
		10:17:27		0:14								
		12:23:00										
		12:35:19		0:12								
		14:18:33										
		14:30:04		0:11								
		16:53:54										
		16:56:12			8:43:56			8:13:56	8:00	0.00		0.00	
2/19/13	Tue	10:25:43										
		10:27:55										
		11:25:46										
		11:38:16		0:12								
		13:24:55										
		13:33:36		0:08								
		16:26:53										
		16:29:00			6:03:17			5:33:17	5:45	0.00		0.00	
2/20/13	Wed	7:42:23										
		7:44:38										
		9:38:46										
		9:45:34		0:06								
		10:58:08										
		11:12:01		0:13								
		13:05:08										
		13:17:18		0:12								
		14:42:48										
		14:54:19		0:11								
		16:46:36										
		16:48:45			9:06:22			8:36:22	9:00	0.25		0.25	TS claimed 0730-1700
2/21/13	Thu	8:35:18										
		8:37:45										
		10:05:22										
		10:20:53		0:15								
		12:17:42										
		12:30:54		0:13								
		16:49:45										
		16:52:11			8:16:53			7:46:53	8:00	0.00		0.00	
2/22/13	Fri	11:58:57										
		12:01:16										
		13:17:39										
		13:28:57		0:11								

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

Release: 2019-05
NSA:08401

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

						(Y)						
					Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant	
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
		16:17:20										
		16:19:35			4:20:38		Y	4:20:38	4:00	-0.25		-0.25	Adj. for no lunch claimed
2/25/13	Mon	7:59:09										
		8:01:34										
		9:35:30										
		9:47:10		0:11								
		12:13:00										
		12:19:43		0:06								
		15:58:07										
		16:00:27			8:01:18			7:31:18	8:00	0.25		0.25	TS claimed 0745-1615
2/26/13	Tue	7:49:49										
		7:52:04										
		9:34:35										
		9:44:47		0:10								
		11:28:19										
		11:36:29		0:08								
		13:35:25										
		13:37:44			5:47:55			5:17:55	5:30	0.00		0.00	
2/27/13	Wed	9:13:28										
		9:15:49										
		10:12:43										
		10:21:25		0:08								
		12:28:18										
		12:39:25		0:11								
		16:28:26										
		16:30:44			7:17:16			6:47:16	7:00	0.00		0.00	
2/28/13	Thu	9:38:55										
		9:41:08										
		10:50:41										
		11:01:50		0:11								
		13:58:32										
		14:09:10		0:10								
		16:29:53										
		16:32:04			6:53:09			6:23:09	6:30	0.00		0.00	
3/1/13	Fri	8:54:27										
		8:56:38										
		11:12:57										
		11:21:00		0:08								
		12:32:40										
		12:42:36		0:09								
		15:55:58										
		15:58:23			7:03:56			6:33:56	8:00	1.25		1.25	TS claimed 0845-1715 (also claimed lunch at the end of the day)
3/3/13	Sun	7:23:32										
		7:25:48										
		8:56:59										
		8:59:15			1:35:43		Y	1:35:43	2:00	0.25		0.25	TS claimed 0700-0900. Adj. for no lunch claimed
3/4/13	Mon	7:46:19										
		7:48:41										
		11:00:38										
		11:02:54			3:16:35		Y	3:16:35	3:30	0.00		0.00	Adj. for no lunch claimed
3/6/13	Wed	6:43:00										
		6:45:19										
		11:04:41										
		11:12:50		0:08								
		14:58:52										
		15:01:26			8:18:26			7:48:26	8:00	0.00		0.00	
3/7/13	Thu	8:47:22										

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

Release: 2019-05
NSA:08402

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

[redacted]

Date	DOW	Time	Location	Gaps	Access Total	Total GAP(s)	(Y) No lunch Claimed	Net Time	Hours Claimed	Discrepant Hours	Net Discrepant ADJ	Net Discrepant Hours	Notes
		8:49:41	[redacted]										
		10:20:05											
		10:28:28		0:08									
		12:07:30											
		12:15:28		0:07									
		14:14:15											
		14:28:13		0:13									
		16:15:34											
		16:17:52			7:30:30			7:00:30	7:15	0.00		0.00	
3/8/13	Fri	7:48:16											
		7:50:29											
		9:41:14											
		9:48:51		0:07									
		10:49:49											
		11:03:21		0:13									
		12:32:30											
		12:34:35											
		13:27:08		0:52									
		13:34:28											
		15:56:05											
		15:58:13			8:09:57			7:39:57	8:00	0.25		0.25	TS claimed 0730-1600 (claimed lunch at end of day)
3/9/13	Sat	[redacted]							4:45	4.75		4.75	Claimed mistake on TS. Also claimed no lunch but not credited due to no access
3/11/13	Mon	9:19:26											
		9:21:51											
		10:35:41											
		10:50:13		0:14									
		11:54:54											
		12:03:46		0:08									
		13:48:21											
		13:59:44		0:11									
		16:00:20											
		16:02:33			6:43:07			6:13:07	12:30	6.25	-6.25	0.00	Spreadsheet Error
3/12/13	Tue	7:24:32											
		7:26:40											
		8:46:46											
		8:53:33		0:06									
		10:04:24											
		10:15:42		0:11									
		12:16:55											
		12:25:03		0:08									
		16:07:04											
		16:09:15			8:44:43			8:14:43	16:30	8.25	-8.25	0.00	Spreadsheet Error
3/13/13	Wed	9:19:01											
		9:21:13											
		10:15:19											
		10:29:06		0:13									
		11:54:44											
		12:02:27		0:07									
		12:37:15											
		12:39:24			3:20:23		Y	3:20:23	4:00	0.50		0.50	TS Claimed 0900-1300. Spreadsheet Error: adj. hours claimed. Adj. for no lunch claimed
3/14/13	Thu	9:33:41											
		9:35:52											
		11:13:03											
		11:22:03		0:09									
		13:27:49											
		13:35:44		0:07									
		15:56:58											
		15:59:14			6:25:33			5:55:33	6:00	0.00		0.00	Spreadsheet Error: adjusted hours claimed
3/15/13	Fri	8:06:07											

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

Release: 2019-05
NSA:08403

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

						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
		8:08:31										
		10:02:05										
		10:08:51		0:06								
		11:45:59										
		11:53:25		0:07								
		13:48:51										
		13:59:31		0:10								
		15:34:35										
		15:36:58			7:30:51			7:00:51	6:30	-0.50		-0.50	Speadsheet Error: adjusted hours claimed
3/18/13	Mon	7:47:37											
		7:50:00											
		9:08:32											
		9:19:17		0:10									
		12:19:57											
		12:22:22			4:34:45			4:04:45	6:45	2.50		2.50	TS claimed 0745-1500. Spreadsheet Error: adj. for hrs. claimed
3/19/13	Tue	8:02:07											
		8:04:24											
		9:43:39											
		9:49:21		0:05									
		11:27:31											
		11:36:23		0:08									
		13:33:57											
		13:40:42		0:06									
		16:07:42											
		16:10:01			8:07:54			7:37:54	8:00	0.25		0.25	TS claimed 0745-1615. Spreadsheet Error: adj. for hrs. claimed
3/20/13	Wed	7:20:53											
		7:23:24											
		9:52:53											
		10:02:00		0:09									
		11:27:08											
		11:33:21		0:06									
		11:58:21											
		12:12:53		0:14									
		13:51:26											
		13:58:54		0:07									
		16:18:48											
		16:21:07			9:00:14			8:30:14	8:30	0.00		0.00	Spreadsheet Error: adj. for hrs. claimed
3/21/13	Thu	8:01:41											
		8:03:51											
		9:12:28											
		9:18:18		0:05									
		12:04:13											
		12:18:08		0:13									
		14:55:19											
		14:57:29			6:55:48			6:25:48	6:30	0.00		0.00	Spreadsheet Error: adj. for hrs. claimed
3/22/13	Fri	7:56:38											
		7:58:51											
		9:23:28											
		9:30:57		0:07									
		11:37:12											
		11:43:53		0:06									
		13:34:59											
		13:45:04		0:10									
		16:15:01											
		16:17:16			8:20:38			7:50:38	8:15	0.25		0.25	TS claimed 0745-1630. Spreadsheet Error: adj. for hrs. claimed
3/23/13	Sat	10:02:35											
		10:04:46											
		12:58:42											
		13:01:01			2:58:26		Y	2:58:26	5:45	2.75		2.75	TS claimed 0900-1615. Spreadsheet Error: adj. for hrs. claimed

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

						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
3/25/13	Mon	6:30:01											
		6:32:34											
		8:42:12											
		8:49:36		0:07									
		9:40:37											
		9:47:19		0:06									
		11:29:25											
		11:37:47		0:08									
		15:11:28											
		15:13:53			8:43:52			8:13:52	8:30	0.25		0.25	TS claimed 0615-1515
3/27/13	Wed	6:47:58											
		6:50:08											
		8:14:57											
		8:25:00		0:10									
		9:29:52											
		9:40:27		0:10									
		10:58:00											
		11:08:47		0:10									
		15:11:18											
		15:13:38			8:25:40			7:55:40	8:00	0.00		0.00	
3/28/13	Thu	7:28:29											
		7:30:36											
		8:55:11											
		9:03:19		0:08									
		10:53:06											
		11:01:34		0:08									
		13:09:55											
		13:19:14		0:09									
		16:30:15											
		16:32:26			9:03:57			8:33:57	8:45	0.00		0.00	
4/1/13	Mon	7:09:59											
		7:12:31											
		8:39:05											
		8:48:04		0:08									
		11:34:16											
		11:40:21		0:06									
		13:44:49											
		13:55:45		0:10									
		15:02:37											
		15:05:04			7:55:05			7:25:05	8:00	0.50		0.50	TS claimed 0645-1515
4/2/13	Tue	8:09:13											
		8:11:38											
		9:10:48											
		9:23:18		0:12									
		10:33:35											
		10:47:38		0:14									
		12:16:17											
		12:33:08		0:16									
		14:30:50											
		14:38:50		0:08									
		15:27:01											
		15:35:59		0:08									
		16:20:12											
		16:22:44			8:13:31			7:43:31	10:00	2.25		2.25	TS claimed 0745-1815
4/4/13	Thu	8:50:54											
		8:53:13											
		10:03:54											
		10:06:05			1:15:11		Y	1:15:11	1:15	0.00		0.00	Adj. for no lunch claimed
4/5/13	Fri	8:43:27											
		8:45:42											

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(b)(6)

						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
		9:58:38										
		10:08:56		0:10								
		11:38:42										
		11:50:10		0:11								
		13:44:22										
		13:52:19		0:07								
		14:45:26										
		14:47:49			6:04:22			5:34:22	10:00	4.25		4.25	TS claimed 0845-1915
4/6/13	Sat	10:34:15											
		10:36:25											
		13:00:56											
		13:07:59		0:07									
		15:31:51											
		15:34:06			4:59:51		Y	4:59:51	5:00	0.00		0.00	Adj. for no lunch claimed
4/8/13	Mon	8:46:12											
		8:49:03											
		9:50:01											
		10:01:07		0:11									
		11:07:42											
		11:16:40		0:08									
		12:22:19											
		12:30:39		0:08									
		13:49:46											
		13:59:10		0:09									
		14:55:48											
		15:04:49		0:09									
		15:55:16											
		15:57:22			7:11:10			6:41:10	7:00	0.25		0.25	TS claimed 0845-1615(also claimed to take lunch at end of day)
4/9/13	Tue	6:45:02											
		6:47:21											
		8:10:51											
		8:24:26		0:13									
		9:32:16											
		9:40:54		0:08									
		11:08:12											
		11:19:06		0:10									
		12:46:07											
		12:58:47		0:12									
		13:53:14											
		14:06:07		0:12									
		16:22:25											
		16:31:09		0:08									
		16:45:18											
		16:47:58			10:02:56			9:32:56	10:00	0.25		0.25	(also claimed to take lunch at end of day)
4/11/13	Thu	8:52:22											
		8:55:11											
		9:42:40											
		9:50:40		0:08									
		10:52:41											
		11:14:47		0:22									
		13:16:24											
		13:31:03		0:14									
		15:36:48											
		15:39:34			6:47:12			6:17:12	6:15	0.00		0.00	
4/12/13	Fri	8:24:00											
		8:26:12											
		9:42:35											
		9:51:19		0:08									
		10:58:33											
		11:08:16		0:09									
		12:20:52											

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(b)(6)

						(Y)						
					Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant	
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
		12:33:49		0:12								
		14:30:49										
		14:32:57			6:08:57			5:38:57	6:00	0.25		0.25	TS claimed 0800-1430
4/14/13	Sun	8:54:53										
		8:57:12										
		10:37:51										
		10:47:13		0:09								
		11:34:15										
		11:36:29			2:41:36		Y	2:41:36	3:00	0.25		0.25	TS claimed 0845-1145. Adj. for no lunch claimed
4/15/13	Mon	8:33:19										
		8:35:28										
		8:35:33										
		9:33:50										
		9:40:16		0:06								
		10:46:15										
		10:58:29		0:12								
		12:40:57										
		12:55:09		0:14								
		14:32:37										
		14:40:45		0:08								
		15:37:21										
		15:49:40		0:12								
		16:28:04										
		16:30:14			7:56:55			7:26:55	8:00	0.50		0.50	
4/16/13	Tue	6:59:11										
		7:01:28										
		8:35:42										
		8:49:08		0:13								
		10:28:17										
		10:40:44		0:12								
		12:10:17										
		12:24:10		0:13								
		15:06:51										
		15:09:00			8:09:49			7:39:49	8:30	0.75		0.75	TS claimed 0700-1600
4/18/13	Thu	7:40:44										
		7:43:15										
		9:42:32										
		9:54:00		0:11								
		11:07:43										
		11:23:38		0:15								
		12:55:36										
		13:08:54		0:13								
		15:23:12										
		15:32:20		0:09								
		16:24:09										
		16:27:52			8:47:08			8:17:08	8:30	0.00		0.00	
4/19/13	Fri	8:40:55										
		8:43:52										
		10:06:07										
		10:12:17		0:06								
		11:02:42										
		11:14:23		0:11								
		12:31:48										
		12:39:55		0:08								
		14:07:35										
		14:21:43		0:14								
		15:29:50										
		15:42:46		0:12								
		16:43:03										
		16:45:08			8:04:13			7:34:13	7:30	0.00		0.00	

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(b)(6)

[redacted]

						(Y)						
					Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant	
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
4/20/13	Sat	9:49:42	[redacted]									
		9:51:51										
		11:28:59										
		11:41:56		0:12								
		13:29:27										
		13:38:55		0:09								
		13:46:03										
		13:48:13			3:58:31		Y	3:58:31	4:30	0.50		0.50	TS claimed 0930-1400. Adj. for no lunch claimed
4/22/13	Mon	6:53:56										
		6:58:34										
		8:25:49										
		8:35:27		0:09								
		11:02:32										
		11:14:48		0:12								
		12:37:17										
		12:49:04		0:11								
		13:05:14										
		13:07:33			6:13:37			5:43:37	6:00	0.25		0.25	TS claimed 0645-1615. Spreadsheet Error: adj. for hrs. claimed
4/23/13	Tue	8:00:00										
		8:02:15										
		9:16:25										
		9:26:21		0:09								
		10:44:44										
		10:53:59		0:09								
		12:38:31										
		12:53:50		0:15								
		14:04:50										
		14:17:18		0:12								
		15:26:00										
		15:40:52		0:14								
		16:30:24										
		16:32:34			8:32:34			8:02:34	8:50	0.75		0.75	TS claimed 0745-1645. Spreadsheet Error: adj. for hrs. claimed
4/29/13	Mon	7:09:41										
		7:11:59										
		8:26:47										
		8:33:01		0:06								
		9:26:02										
		9:34:49		0:08								
		10:43:41										
		10:46:04										
		11:55:43		1:09								
		12:06:47										
		12:10:34										
		12:12:07		0:01								
		13:31:26										
		13:37:37		0:06								
		16:05:31										
		16:11:42		0:06								
		16:59:16										
		17:02:26			9:52:45	1:09:00		8:13:45	10:00	1.75		1.75	TS claimed 0645-1715. Spreadsheet Error: adj. for hrs. claimed
4/30/13	Tue	8:10:37										
		8:13:02										
		9:54:57										
		10:11:34		0:16								
		12:10:25										
		12:27:29		0:17								
		13:50:09										
		13:58:24		0:08								
		15:35:46										
		15:49:06		0:13								
		17:05:37										
		17:07:54			8:57:17			8:27:17	10:00	1.50		1.50	TS claimed 0800-1830. Spreadsheet Error: adj. for hrs. claimed

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						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
5/1/13	Wed	7:08:03											
		7:10:22											
		9:04:15											
		9:06:21											
		12:21:08		3:14									
		12:23:18											
		14:27:30											
		14:41:13		0:13									
		15:12:35											
		15:15:04			8:07:01	3:14:00	Y	4:53:01	5:15	0.25		0.25	TS claimed 0700-0900,1200-1515. Spreadsheet Error: adj. for hrs. claimed
5/2/13	Thu	7:58:29											
		8:00:49											
		9:47:57											
		10:02:16		0:14									
		11:41:46											
		11:56:40		0:14									
		14:16:21											
		14:29:56		0:13									
		14:30:01											
		17:04:09											
		17:06:15			9:07:46			8:37:46	10:00	1.25		1.25	TS claimed 0745-1815. Spreadsheet Error: adj. for hrs. claimed
5/3/13	Fri	7:11:57											
		7:14:23											
		8:28:46											
		8:39:50		0:11									
		10:20:56											
		10:26:34		0:05									
		12:21:44											
		12:35:26		0:13									
		13:55:30											
		14:12:24		0:16									
		17:10:04											
		17:12:19			10:00:22			9:30:22	10:00	0.25		0.25	TS claimed 0700-1730. Spreadsheet Error: adj. for hrs. claimed
5/4/13	Sat	8:30:54											
		8:33:06											
		10:23:03											
		10:30:40		0:07									
		12:25:55											
		12:33:20		0:07									
		14:16:58											
		14:19:13			5:48:19		Y	5:48:19	6:00	0.00		0.00	Spreadsheet Error: adj. for hrs. claimed
5/6/13	Mon	9:11:43											
		9:14:00											
		11:08:22											
		11:20:10		0:11									
		13:46:34											
		13:58:48		0:12									
		16:05:42											
		16:15:40		0:09									
		16:34:21											
		16:36:36			7:24:53			6:54:53	7:00	0.00		0.00	Spreadsheet Error: adj. for hrs. claimed
5/7/13	Tue	9:34:40											
		9:37:15											
		10:40:02											
		10:55:22		0:15									
		14:16:46											
		14:24:21		0:07									
		16:35:30											
		16:37:50			7:03:10			6:33:10	7:00	0.25		0.25	TS claimed 0930-1700. Spreadsheet Error: adj. for hrs. claimed

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(b)(6)

						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
5/9/13	Thu	8:03:08										
		8:05:18										
		9:50:16										
		10:04:10		0:13								
		11:15:25										
		11:30:25		0:15								
		14:28:51										
		14:41:43		0:12								
		16:02:55										
		16:17:43		0:14								
		17:29:41										
		17:31:51			9:28:43			8:58:43	9:00	0.00		0.00	Spreadsheet Error: adj. for hrs. claimed
5/10/13	Fri	7:49:59										
		7:52:09										
		9:33:57										
		9:47:21		0:13								
		11:26:05										
		11:38:46		0:12								
		13:33:38										
		13:48:31		0:14								
		15:11:13										
		15:13:28			7:23:29			6:53:29	8:15	1.25		1.25	TS claimed 0745-1630. Spreadsheet Error: adj. for hrs. claimed
5/13/13	Mon	7:49:27										
		7:52:00										
		9:12:02										
		9:21:01		0:08								
		12:34:59										
		12:51:16		0:16								
		14:51:11										
		15:07:10		0:15								
		17:22:21										
		17:24:56			9:35:29			9:05:29	10:00	0.75		0.75	TS claimed 0730-1800. Spreadsheet Error: adj. for hrs. claimed
5/14/13	Tue	7:08:09										
		7:10:25										
		8:47:37										
		9:00:16		0:12								
		11:18:02										
		11:32:46		0:14								
		13:27:39										
		13:29:49			6:21:40			5:51:40	7:00	1.00		1.00	TS claimed 0700-1430. Spreadsheet Error: adj. for hrs. claimed
5/15/13	Wed	8:03:26										
		8:05:35										
		11:18:36										
		11:34:58		0:16								
		14:38:01										
		14:40:09			6:36:43			6:06:43	6:45	0.50		0.50	TS claimed 0745-1500. Spreadsheet Error: adj. for hrs. claimed
5/16/13	Thu	8:03:45										
		8:06:05										
		9:31:49										
		9:46:36		0:14								
		11:20:13										
		11:35:56		0:15								
		13:22:34										
		13:37:29		0:14								
		17:19:59										
		17:22:16			9:18:31			8:48:31	9:00	0.00		0.00	Spreadsheet Error: adj. for hrs. claimed
5/17/13	Fri	8:06:01										
		8:08:13										
		9:52:40										
		10:04:19		0:11								

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						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
		12:25:32										
		12:33:33		0:08								
		16:15:19										
		16:17:30			8:11:29			7:41:29	8:00	0.25		0.25	TS claimed 0800-1630. Spreadsheet Error: adj. for hrs. claimed
5/21/13	Tue	8:17:51											
		8:20:12											
		11:00:30											
		11:12:37		0:12									
		11:31:08											
		11:36:19		0:05									
		15:17:04											
		15:28:54		0:11									
		16:13:54											
		16:16:07			7:58:16			7:28:16	8:00	0.50		0.50	TS claimed 0800-1630 (also claimed lunch at end of day)
5/22/13	Wed	8:01:43											
		8:03:53											
		11:43:02											
		11:57:38		0:14									
		16:13:17											
		16:15:28			8:13:45			7:43:45	8:15	0.50		0.50	TS claimed 0745-1630
5/23/13	Thu	8:00:57											
		8:03:07											
		10:02:07											
		10:10:21		0:08									
		14:19:09											
		14:21:29			6:20:32			5:50:32	8:15	2.25		2.25	TS claimed 0745-1630
5/24/13	Fri	7:55:25											
		7:57:37											
		11:50:40											
		11:52:50			3:57:25			3:27:25	3:30	0.00		0.00	
5/28/13	Tue	7:41:27											
		7:44:05											
		9:16:48											
		9:25:18		0:08									
		12:10:26											
		12:20:45		0:10									
		17:13:13											
		17:15:47			9:34:20			9:04:20	10:00	0.75		0.75	TS claimed 0730-1800
5/29/13	Wed	9:36:49											
		9:39:21											
		12:20:53											
		12:23:33			2:46:44		Y	2:46:44	3:00	0.00		0.00	Adj. for no lunch claimed
5/30/13	Thu	8:33:23											
		8:35:44											
		9:49:59											
		9:57:22		0:07									
		12:56:32											
		12:58:42			4:25:19		Y	4:25:19	4:30	0.00		0.00	Adj. for no lunch claimed
5/31/13	Fri	8:42:02											
		8:44:17											
		11:02:47											
		11:15:52		0:13									
		12:07:47											
		12:09:56			3:27:54		Y	3:27:54	3:45	0.25		0.25	TS claimed 0830-1215. Adj. for no lunch claimed
6/3/13	Mon	8:28:32											
		8:30:51											
		12:10:18											

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						(Y)						
					Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant	
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
		12:20:00		0:09								
		15:46:26										
		15:48:42			7:20:10			6:50:10	8:00	1.00		1.00	TS claimed 0800-1630
6/4/13	Tue	7:59:02										
		8:01:19										
		11:21:48										
		11:34:45		0:12								
		14:13:05										
		14:22:38		0:09								
		15:34:26										
		15:36:44			7:37:42			7:07:42	7:45	0.50		0.50	TS claimed 0745-1600
6/5/13	Wed	7:39:43										
		7:42:15										
		11:17:02										
		11:36:53		0:19								
		16:38:48										
		16:41:10			9:01:27			8:31:27	8:45	0.00		0.00	
6/6/13	Thu	8:25:54										
		8:28:05										
		10:28:41										
		10:40:59		0:12								
		11:33:58										
		11:37:15		0:03								
		13:59:37										
		14:01:46			5:35:52			5:05:52	5:30	0.25		0.25	TS claimed 0815-1415
6/7/13	Fri	8:13:13										
		8:15:40										
		10:07:46										
		10:16:19		0:08								
		12:30:48										
		12:33:04			4:19:51			3:49:51	5:00	1.00		1.00	TS claimed 0800-1300
6/10/13	Mon	7:38:59										
		7:41:15										
		10:13:03										
		10:23:58		0:10								
		14:31:23										
		14:39:12		0:07								
		16:19:01										
		16:21:18			8:42:19			8:12:19	8:30	0.25		0.25	TS claimed 0730-1630
6/11/13	Tue	8:05:50										
		8:08:11										
		10:19:27										
		10:34:39		0:15								
		12:35:56										
		12:47:22		0:11								
		14:34:54										
		14:43:13		0:08								
		15:57:30										
		15:59:41			7:53:51			7:23:51	8:00	0.50		0.50	TS claimed 0800-1630
6/13/13	Thu	8:19:28										
		8:21:49										
		12:54:33										
		13:06:36		0:12								
		16:21:04										
		16:23:28			8:04:00			7:34:00	8:00	0.25		0.25	TS claimed 0800-1630
6/14/13	Fri	7:41:53										
		7:44:20										
		9:49:14										

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						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
		10:03:50		0:14								
		13:07:10										
		13:16:17		0:09								
		15:10:18										
		15:18:20		0:08								
		16:30:31										
		16:32:42			8:50:49			8:20:49	8:30	0.00		0.00	
6/17/13	Mon	8:18:21											
		8:20:46											
		9:59:36											
		10:06:29		0:06									
		13:40:03											
		13:42:27			5:24:06			4:54:06	6:00	1.00		1.00	TS claimed 0800-1400
6/18/13	Tue	8:17:35											
		8:20:00											
		10:14:24											
		10:23:42		0:09									
		12:00:33											
		12:13:40		0:13									
		14:12:00											
		14:23:02		0:11									
		15:05:47											
		15:08:27			6:50:52			6:20:52	6:15	0.00		0.00	
6/20/13	Thu	8:14:25											
		8:16:48											
		9:40:47											
		9:52:53		0:12									
		12:00:15											
		12:14:57		0:14									
		14:21:21											
		14:32:22		0:11									
		17:41:11											
		17:43:34			9:29:09			8:59:09	10:00	1.00		1.00	TS claimed 0800-1830
6/21/13	Fri	9:23:47											
		9:26:07											
		10:49:41											
		11:05:49		0:16									
		13:09:03											
		13:22:38		0:13									
		15:18:11											
		15:20:21			5:56:34			5:26:34	6:45	1.25		1.25	TS claimed 0915-1630
6/24/13	Mon								8:30	8.50	-8.50	0.00	Class (need verification)
6/25/13	Tue								8:30	8.50	-8.50	0.00	Class (need verification)
6/26/13	Wed								8:30	8.50	-8.50	0.00	Class (need verification)
6/27/13	Thu								8:15	8.25	-8.25	0.00	Class (need verification)
6/28/13	Fri	8:51:28											
		8:53:46											
		10:36:27											
		10:52:10		0:15									
		13:50:28											
		13:52:49			5:01:21		Y	5:01:21	5:30	0.25		0.25	TS claimed 0830-1400
7/1/13	Mon	9:38:13											
		9:40:30											
		10:35:50											
		10:49:06		0:13									
		13:11:29											

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(b)(6)

						(Y)						
					Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant	
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
		13:27:03		0:15									
		14:44:02											
		14:46:18			5:08:05		Y	5:08:05	5:30	0.25		0.25	TS claimed 0930-1500
7/2/13	Tue	10:06:36											
		10:08:46											
		11:36:02											
		11:47:56		0:11									
		14:07:43											
		14:09:52			4:03:16			3:33:16	5:30	1.75		1.75	TS claimed 1000-1600
7/3/13	Wed	9:32:44											
		9:35:01											
		10:54:03											
		11:06:37		0:12									
		14:03:31											
		14:05:50			4:33:06			4:03:06	6:00	1.75		1.75	TS claimed 0900-1530
7/7/13	Sun	9:43:08											
		9:45:19											
		12:43:08											
		12:45:16			3:02:08		Y	3:02:08	3:15	0.00		0.00	
7/8/13	Mon	10:50:59											
		10:53:17											
		18:55:10											
		18:57:19			8:06:20			7:36:20	8:00	0.25		0.25	TS claimed 1030-1900
7/9/13	Tue	8:46:49											
		8:49:18											
		14:02:45											
		14:18:55		0:16									
		17:37:35											
		17:40:11			8:53:22			8:23:22	8:30	0.00		0.00	
7/10/13	Wed	9:52:57											
		9:55:11											
		13:30:52											
		13:43:46		0:12									
		17:19:05											
		17:21:23			7:28:26			6:58:26	7:15	0.25		0.25	TS claimed 0945-1730
7/11/13	Thu	10:05:39											
		10:07:51											
		12:26:03											
		12:36:02		0:09									
		15:03:41											
		15:05:56			5:00:17		Y	5:00:17	5:30	0.25		0.25	TS claimed 1000-1530
7/12/13	Fri	9:04:23											
		9:06:34											
		10:51:02											
		10:57:42		0:06									
		12:28:25											
		12:35:02		0:06									
		14:15:18											
		14:25:50		0:10									
		17:34:52											
		17:37:11			8:32:48			8:02:48	8:00	0.00		0.00	
7/15/13	Mon	9:10:16											
		9:12:46											
		11:57:57											
		12:11:55		0:13									
		16:18:23											
		16:20:56			7:10:40			6:40:40	7:00	0.25		0.25	TS claimed 0900-1630

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						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
7/17/13	Wed	13:06:28											
		13:08:34											
		14:20:00											
		14:22:18			1:15:50		Y	1:15:50	1:30	0.00		0.00	
7/18/13	Thu	8:22:37											
		8:24:57											
		9:45:29											
		9:59:34		0:14									
		12:40:11											
		12:50:14		0:10									
		12:50:18											
		14:29:02											
		14:37:34		0:08									
		16:13:40											
		16:15:56			7:53:19			7:23:19	8:00	0.50		0.50	TS claimed 0815-1645
7/19/13	Fri	9:11:06											
		9:13:21											
		10:27:18											
		10:39:53		0:12									
		12:55:03											
		13:05:25		0:10									
		15:31:52											
		15:43:19		0:11									
		16:56:19											
		16:58:31			7:47:25			7:17:25	8:00	0.50		0.50	TS claimed 0900-1730
7/22/13	Mon	[redacted]							8:15	8.25	-8.25	0.00	Class (need verification)
7/23/13	Tue	[redacted]							8:30	8.50	-8.50	0.00	Class (need verification)
7/24/13	Wed	[redacted]							8:15	8.25	-8.25	0.00	Class (need verification)
7/25/13	Thu	[redacted]							8:15	8.25	-8.25	0.00	Class (need verification)
7/26/13	Fri	[redacted]							6:45	6.75	-6.75	0.00	Class (need verification)
7/29/13	Mon	8:11:02											
		8:13:14											
		11:25:05											
		11:34:25		0:09									
		15:47:29											
		15:49:48			7:38:46			7:08:46	8:00	0.75		0.75	TS claimed 0800-1630
7/30/13	Tue	8:54:40											
		8:56:56											
		11:20:22											
		11:33:49		0:13									
		14:41:50											
		14:53:34		0:11									
		16:57:52											
		17:00:06			8:05:26			7:35:26	8:00	0.25		0.25	TS claimed 0845-1715
7/31/13	Wed	9:18:02											
		9:20:22											
		11:04:05											
		11:10:32		0:06									
		14:46:27											
		14:48:48			5:30:46		Y	5:30:46	6:00	0.25		0.25	TS claimed 0900-1500
8/1/13	Thu	9:03:03											
		9:05:23											
		11:12:51											
		11:24:22		0:11									

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						(Y)						
					Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant	
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
		13:09:30										
		13:20:13		0:10								
		13:34:22										
		13:36:43			4:33:40		Y	4:33:40	5:00	0.25		0.25	TS claimed 0900-1400
8/2/13	Fri	7:35:42										
		7:38:00										
		9:36:08										
		9:50:08		0:14								
		11:24:36										
		11:26:59			3:51:17			3:21:17	4:00	0.50		0.50	
8/5/13	Mon								8:15	8.25	-8.25	0.00	Class (need verification)
8/6/13	Tue								8:15	8.25	-8.25	0.00	Class (need verification)
8/7/13	Wed								8:15	8.25	-8.25	0.00	Class (need verification)
8/8/13	Thu								8:15	8.25	-8.25	0.00	Class (need verification)
8/9/13	Fri	14:32:16											
		14:34:28											
		14:54:37											
		14:56:46			0:24:30			###########	0:00	0.00		0.00	Need to check on this...Class????
8/14/13	Wed	8:50:25											
		8:52:59											
		10:27:13											
		10:42:59		0:15									
		13:06:08											
		13:21:13		0:15									
		16:36:24											
		16:39:10			7:48:45			7:18:45	8:00	0.50		0.50	TS claimed 0845-1715
8/15/13	Thu	9:00:08											
		9:02:35											
		10:46:08											
		11:00:02		0:13									
		12:55:26											
		13:07:00		0:11									
		16:55:12											
		16:57:55			7:57:47			7:27:47	8:00	0.50		0.50	TS claimed 0845-1715
8/16/13	Fri	9:25:41											
		9:27:48											
		11:15:51											
		11:33:00		0:17									
		14:11:43											
		14:26:30		0:14									
		16:04:15											
		16:06:26			6:40:45			6:10:45	6:45	0.50		0.50	TS claimed 0915-1630
8/19/13	Mon	8:45:55											
		8:48:10											
		10:07:36											
		10:18:15		0:10									
		12:07:21											
		12:19:43		0:12									
		15:40:13											
		15:54:16		0:14									
		16:06:12											
		16:08:15			7:22:20			6:52:20	7:00	0.00		0.00	
8/20/13	Tue	8:41:29											
		8:48:08											
		10:07:36											

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(b)(6)

						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
		10:20:04		0:12									
		11:46:05											
		12:02:44		0:16									
		14:27:58											
		14:40:02		0:12									
		17:01:46											
		17:05:10			8:23:41			7:53:41	8:15	0.25		0.25	TS claimed 0830-1715
8/21/13	Wed	8:42:41											
		8:44:55											
		10:29:22											
		10:44:26		0:15									
		12:45:47											
		12:58:06		0:12									
		15:03:01											
		15:16:43		0:13									
		16:30:43											
		16:32:56			7:50:15			7:20:15	7:45	0.25		0.25	TS claimed 0830-1645
8/22/13	Thu	7:52:08											
		7:54:28											
		11:38:14											
		11:54:27		0:16									
		13:33:03											
		13:38:14		0:05									
		14:29:31											
		14:37:49		0:08									
		16:03:37											
		16:05:43			8:13:35			7:43:35	8:15	0.50		0.50	TS clamied 0730-1615
8/23/13	Fri	9:00:42											
		9:02:58											
		10:59:42											
		11:14:27		0:14									
		12:51:52											
		13:02:33		0:10									
		14:59:45											
		15:02:00			6:01:18			5:31:18	6:00	0.25		0.25	TS claimed 0900-1530
8/24/13	Sat	10:30:45											
		10:33:13											
		11:44:50											
		11:56:24		0:11									
		12:54:23											
		12:56:59			2:26:14		Y	2:26:14	4:00	1.50		1.50	TS claimed 1000-1400. Adj. for no lunch claimed
8/26/13	Mon	8:14:56											
		8:17:12											
		9:53:24											
		10:08:51		0:15									
		12:19:31											
		12:31:16		0:11									
		14:55:47											
		14:58:05			6:43:09			6:13:09	8:00	1.75		1.75	TS claimed 0800-1630
8/27/13	Tue	9:38:46											
		9:41:02											
		11:31:14											
		11:43:11		0:11									
		13:54:55											
		13:57:32			4:18:46		Y	4:18:46	4:30	0.00		0.00	Adj. for no lunch claimed
8/28/13	Wed	8:59:53											
		9:02:11											
		11:05:59											
		11:18:46		0:12									

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						(Y)						
					Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant	
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
		14:05:13										
		14:07:23			5:07:30		Y	5:07:30	5:45	0.50		0.50	TS claimed 0845-1430. Adj. for no lunch claimed
8/29/13	Thu	9:00:04										
		9:02:20										
		10:54:38										
		11:07:07		0:12								
		14:06:47										
		14:09:08			5:09:04		Y	5:09:04	5:45	0.50		0.50	TS claimed 0845-1430. Adj. for no lunch claimed
8/30/13	Fri	8:18:39										
		8:20:57										
		10:44:15										
		10:49:15			2:30:36		Y	2:30:36	2:30	0.00		0.00	Adj. for no lunch claimed
9/3/13	Tue	8:15:39										
		8:18:21										
		10:40:00										
		10:52:00		0:12								
		13:43:16										
		13:57:08		0:13								
		16:34:56										
		16:37:34			8:21:55			7:51:55	8:00	0.00		0.00	
9/4/13	Wed	8:03:23										
		8:05:34										
		10:03:59										
		10:15:29		0:11								
		13:33:37										
		13:46:03		0:12								
		17:08:52										
		17:11:07			9:07:44			8:37:44	9:00	0.25		0.25	TS claimed 0800-1730
9/5/13	Thu	8:19:04										
		8:21:46										
		11:55:39										
		11:58:17			3:39:13		Y	3:39:13	4:00	0.25		0.25	TS claimed 0800-1200. Adj. for no lunch claimed
9/6/13	Fri	8:32:05										
		8:34:08										
		10:16:52										
		10:28:42		0:11								
		13:22:17										
		13:35:58		0:13								
		16:31:23										
		16:33:31			8:01:26			7:31:26	8:30	0.75		0.75	TS claimed 0815-1645
9/7/13	Sat	10:20:23										
		10:22:41										
		11:05:57										
		11:19:49		0:13								
		13:01:03										
		13:03:34			2:43:11		Y	2:43:11	3:15	0.50		0.50	TS claimed 1000-1400. Adj. for no lunch claimed
9/9/13	Mon	9:14:33										
		9:16:59										
		13:24:02										
		13:36:34		0:12								
		14:16:22										
		14:18:52			5:04:19		Y	5:04:19	5:00	0.00		0.00	Adj for no lunch claimed. Spreadsheet Error: adj. for hrs. claimed
9/10/13	Tue	8:22:53										
		8:25:12										
		10:49:04										
		11:02:20		0:13								
		13:24:52										

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(b)(6)

						(Y)						
					Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant	
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
		13:37:38		0:12								
		14:42:44										
		14:45:06			6:22:13			5:52:13	6:00	0.00		0.00	
9/11/13	Wed	7:57:46										
		8:00:02										
		11:02:05										
		11:13:50		0:11								
		14:39:05										
		14:41:16			6:43:30			6:13:30	6:00	0.00		0.00	
9/12/13	Thu	8:41:24										
		8:43:39										
		10:42:14										
		10:49:47		0:07								
		13:04:50										
		13:15:10		0:10								
		16:03:15										
		16:05:31			7:24:07			6:54:07	7:15	0.25		0.25	TS claimed 0830-1615
9/13/13	Fri	8:57:39										
		8:59:59										
		10:53:17										
		11:07:50		0:14								
		12:37:01										
		12:51:49		0:14								
		14:37:02										
		14:39:06			5:41:27		Y	5:41:27	5:45	0.00		0.00	
9/16/13	Mon	8:12:54										
		8:15:03										
		11:04:03										
		11:13:13		0:09								
		13:05:56										
		13:15:18		0:09								
		16:47:50										
		16:50:05			8:37:11			8:07:11	8:45	0.50		0.50	TS claimed 0745-1700
9/17/13	Tue	8:05:06										
		8:07:16										
		10:36:27										
		10:50:21		0:13								
		14:55:45										
		14:57:54			6:52:48			6:22:48	6:45	0.25		0.25	TS claimed 0745-1500
9/18/13	Wed	7:53:28										
		7:55:52										
		10:06:18										
		10:19:20		0:13								
		11:20:16										
		11:34:56		0:14								
		11:35:01										
		13:55:25										
		14:11:36		0:16								
		16:03:43										
		16:06:13			8:12:45			7:42:45	8:15	0.50		0.50	TS claimed 0730-1615
9/19/13	Thu	7:57:37										
		8:00:02										
		10:58:12										
		11:11:13		0:13								
		15:02:12										
		15:05:35			7:07:58			6:37:58	7:00	0.25		0.25	TS claimed 0745-1515
9/20/13	Fri	8:15:35										
		8:17:44										

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						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
		11:02:51										
		11:16:02		0:13								
		13:36:12										
		13:49:31		0:13								
		15:56:48										
		15:59:00			7:43:25			7:13:25	7:30	0.25		0.25	TS claimed 0800-1600
9/23/13	Mon	7:58:07											
		8:00:25											
		11:26:14											
		11:37:12		0:10									
		12:35:49											
		12:45:15		0:09									
		15:56:39											
		15:59:02			8:00:55			7:30:55	8:00	0.25		0.25	TS claimed 0800-1630
9/24/13	Tue	7:47:07											
		7:49:27											
		9:42:56											
		9:56:08		0:13									
		11:08:32											
		11:19:59		0:11									
		14:33:08											
		14:40:59		0:07									
		15:18:44											
		15:21:05			7:33:58			7:03:58	7:00	0.00		0.00	
9/25/13	Wed	8:08:31											
		8:10:41											
		13:43:08											
		13:45:14			5:36:43		Y	5:36:43	6:00	0.25		0.25	TS claimed 0800-1400
9/26/13	Thu	7:58:44											
		8:01:17											
		12:24:02											
		12:34:52		0:10									
		16:01:20											
		16:03:57			8:05:13			7:35:13	8:00	0.25		0.25	TS claimed 0745-1615
9/27/13	Fri	8:27:07											
		8:29:28											
		11:23:07											
		11:33:27		0:10									
		13:21:35											
		13:34:45		0:13									
		17:06:34											
		17:08:45			8:41:38			8:11:38	8:45	0.50		0.50	TS claimed 0800-1715
9/30/13	Mon	7:46:34											
		7:49:03											
		10:20:21											
		10:32:19		0:11									
		14:51:14											
		15:03:50		0:12									
		17:24:30											
		17:27:07			9:40:33			9:10:33	9:00	0.00		0.00	TS claimed 0745-1715
10/1/13	Tue	7:45:13											
		7:47:20											
		10:06:07											
		10:08:22			2:23:09			1:53:09	8:00	6.00	-6.00	0.00	Furlough
10/2/13	Wed								8:00	8.00	-8.00	0.00	Furlough
10/3/13	Thu								8:00	8.00	-8.00	0.00	Furlough

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						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
10/4/13	Fri								8:00	8.00	-8.00	0.00	Furlough
10/7/13	Mon	7:06:26											
		7:08:47											
		9:54:38											
		10:03:00		0:08									
		14:54:26											
		15:01:09		0:06									
		17:02:57											
		17:05:25			9:58:59			9:28:59	10:00	0.50		0.50	TS claimed 0700-1730
10/8/13	Tue	7:03:36											
		7:06:20											
		12:30:02											
		12:32:46			5:29:10			4:59:10	8:00	3.00		3.00	TS claimed 0700-1530
10/10/13	Thu	7:13:28											
		7:16:07											
		13:38:28											
		13:49:43		0:11									
		15:36:46											
		15:39:16			8:25:48		Y	8:25:48	5:30	-2.75		-2.75	Adj. for no lunch claimed
10/11/13	Fri	7:03:53											
		7:06:05											
		12:30:01											
		12:42:12		0:12									
		13:06:23											
		13:08:35			6:04:42			5:34:42	6:00	0.25		0.25	TS claimed 0700-1330
10/15/13	Tue	7:51:39											
		7:53:46											
		10:01:42											
		10:12:45		0:11									
		15:47:04											
		15:49:13			7:57:34			7:27:34	8:30	1.00		1.00	TS claimed 0700-1600
10/16/13	Wed	10:48:50											
		10:51:09											
		14:03:06											
		14:06:08			3:17:18		Y	3:17:18	3:30	0.00		0.00	Adj. for no lunch claimed
10/17/13	Thu	7:18:25											
		7:20:57											
		12:03:58											
		12:14:14		0:10									
		17:31:47											
		17:34:11			10:15:46			9:45:46	10:00	0.00		0.00	
10/18/13	Fri	8:20:14											
		8:22:31											
		12:03:33											
		12:05:47			3:45:33		Y	3:45:33	4:15	0.25		0.25	TS claimed 0815-1230. Adj. for no lunch claimed
10/19/13	Sat	12:19:53											
		12:22:07											
		14:58:27											
		15:00:35			2:40:42		Y	2:40:42	3:00	0.25		0.25	TS claimed 1215-1515. Adj. for no lunch claimed
10/21/13	Mon	9:51:10											
		9:53:29											
		16:50:49											
		16:53:00			7:01:50			6:31:50	6:30	0.00		0.00	
10/22/13	Tue	9:30:27											
		9:32:58											

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						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
		13:33:48										
		13:36:27			4:06:00		Y	4:06:00	4:30	0.25		0.25	TS claimed 0930-1400. Adj. for no lunch claimed
10/25/13	Fri	8:22:54										
		8:25:00										
		13:37:16										
		13:39:28			5:16:34		Y	5:16:34	5:45	0.25		0.25	TS claimed 0815-1400. Adj. for no lunch claimed
10/28/13	Mon	8:16:51										
		8:19:02										
		13:04:36										
		13:07:55		0:03								
		17:30:53										
		17:33:07			9:16:16			8:46:16	8:45	0.00		0.00	
10/29/13	Tue	7:18:21										
		7:20:37										
		17:00:47										
		17:03:45			9:45:24			9:15:24	10:00	0.50		0.50	TS claimed 0700-1730
10/30/13	Wed	7:38:47										
		7:41:00										
		12:03:35										
		12:07:22		0:03								
		16:30:02										
		16:32:08			8:53:21			8:23:21	8:45	0.25		0.25	TS claimed 0715-1630 (claimed lunch at end of day)
10/31/13	Thu	7:48:13										
		7:50:38										
		15:08:19										
		15:10:43			7:22:30			6:52:30	8:00	1.00		1.00	TS claimed 0700-1530 (claimed lunch at end of day)
11/1/13	Fri	8:12:30										
		8:14:28										
		16:53:37										
		16:55:42			8:43:12			8:13:12	8:30	0.25		0.25	TS claimed 0800-1700
11/2/13	Sat	11:50:57										
		11:53:13										
		17:20:28										
		17:22:39			5:31:42		Y	5:31:42	5:45	0.00		0.00	Adj. for no lunch claimed
11/4/13	Mon	8:38:52										
		8:41:06										
		14:23:13										
		14:25:24			5:46:32		Y	5:46:32	5:30	-0.25		-0.25	Adj. for no lunch claimed
11/5/13	Tue	9:03:08										
		9:05:25										
		11:19:53										
		11:36:28		0:16								
		16:32:16										
		16:34:42			7:31:34			7:01:34	7:00	0.00		0.00	
11/6/13	Wed	8:41:29										
		8:43:39										
		12:07:46										
		12:20:03		0:12								
		16:58:05										
		17:00:22			8:18:53			7:48:53	8:15	0.25		0.25	TS claimed 0845-1730 (claimed lunch at end of day)
11/7/13	Thu	9:14:01										
		9:16:09										
		12:01:25										
		12:04:29										
		13:14:36		1:10								

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

Release: 2019-05
NSA:08422

Doc ID: 6666526

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

						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
		13:16:36										
		17:30:33										
		17:32:57			8:18:56	1:10:00		6:38:56	6:30	0.00		0.00	
11/8/13	Fri	9:04:39											
		9:06:50											
		14:32:46											
		14:34:53			5:30:14		Y	5:30:14	5:30	0.00		0.00	Adj. for no lunch claimed
11/12/13	Tue	9:53:02											
		9:55:08											
		12:22:07											
		12:25:16		0:03									
		15:30:36											
		15:32:31			5:39:29		Y	5:39:29	5:45	0.00		0.00	Adj. for no lunch claimed
11/13/13	Wed	8:42:46											
		8:44:56											
		15:00:34											
		15:02:36			6:19:50		Y	6:19:50	6:15	0.00		0.00	Adj. for no lunch claimed
11/15/13	Fri	7:08:46											
		7:11:05											
		10:12:11											
		10:24:57		0:12									
		11:13:35											
		11:18:26		0:04									
		12:15:06											
		12:32:51		0:17									
		14:01:54											
		14:08:18		0:06									
		17:25:39											
		17:27:53			10:19:07			9:49:07	10:00	0.00		0.00	
11/16/13	Sat	12:13:58											
		12:16:07											
		18:05:59											
		18:08:03			5:54:05		Y	5:54:05	6:00	0.00		0.00	Adj. for no lunch claimed
11/19/13	Tue	7:03:45											
		7:05:48											
		11:37:36											
		11:48:36		0:11									
		12:51:22											
		12:54:26		0:03									
		12:54:31											
		13:57:28											
		14:06:47		0:09									
		17:21:28											
		17:23:30			10:19:45		Y	10:19:45	10:30	0.00		0.00	Adj. for no lunch claimed
11/20/13	Wed	9:18:49											
		9:21:23											
		13:44:03											
		13:59:54		0:15									
		15:39:19											
		15:47:43		0:08									
		19:16:58											
		19:19:35			10:00:46		Y	10:00:46	10:00	0.00		0.00	Adj. for no lunch claimed
11/21/13	Thu	8:04:12											
		8:06:10											
		12:01:45											
		12:12:27		0:10									
		17:26:12											
		17:28:53			9:24:41		Y	9:24:41	9:30	0.00		0.00	Adj. for no lunch claimed

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

Release: 2019-05
NSA:08423

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

						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
11/22/13	Fri	8:07:35											
		8:09:42											
		11:00:16											
		11:11:46		0:11									
		14:16:17											
		14:22:37		0:06									
		17:22:35											
		17:24:49			9:17:14		Y	9:17:14	9:30	0.00		0.00	Adj. for no lunch claimed
11/23/13	Sat	8:06:10											
		8:08:24											
		8:59:37											
		9:13:39		0:14									
		11:20:04											
		11:27:29		0:07									
		13:51:21											
		13:53:31			5:47:21		Y	5:47:21	5:45	0.00		0.00	Adj. for no lunch claimed
12/3/13	Tue	9:59:32											
		10:01:44											
		16:19:05											
		16:21:29			6:21:57		Y	6:21:57	6:30	0.00		0.00	Adj. for no lunch claimed
12/5/13	Thu	9:04:41											
		9:07:12											
		11:57:36											
		12:00:18		0:02									
		14:50:44											
		14:53:09			5:48:28		Y	5:48:28	5:45	0.00		0.00	Adj. for no lunch claimed
12/6/13	Fri	7:31:19											
		7:33:46											
		10:59:36											
		11:01:46		0:02									
		11:20:12											
		11:31:43		0:11									
		14:09:02											
		14:11:23			6:40:04		Y	6:40:04	7:30	0.75		0.75	TS claimed 0730-1500. Adj. for no lunch claimed
12/9/13	Mon	9:30:53											
		9:33:13											
		18:44:27											
		18:46:44			9:15:51		Y	9:15:51	10:00	0.50		0.50	TS claimed 0930-1930. Adj. for no lunch claimed
12/10/13	Tue	9:18:39											
		9:21:08											
		17:26:22											
		17:28:54			8:10:15		Y	8:10:15	8:15	0.00		0.00	Adj. for no lunch claimed
12/11/13	Wed	9:50:25											
		9:52:41											
		16:08:49											
		16:10:55			6:20:30		Y	6:20:30	6:15	0.00		0.00	Adj. for no lunch claimed
12/12/13	Thu	9:44:19											
		9:46:38											
		15:26:32											
		15:28:48			5:44:29		Y	5:44:29	5:45	0.00		0.00	Adj. for no lunch claimed
12/13/13	Fri	9:21:35											
		9:23:53											
		13:07:56											
		13:09:54		0:01									
		18:05:33											
		18:07:48			8:46:13		Y	8:46:13	10:00	1.00		1.00	TS claimed 0915-1915. Adj. for no lunch claimed

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

Release: 2019-05
NSA:08424

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

						(Y)						
				Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant		
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
12/14/13	Sat	9:53:53											
		9:56:45											
		17:31:43											
		17:34:03			7:40:10		Y	7:40:10	8:00	0.25		0.25	TS claimed 0945-1745. Adj. for no lunch claimed
12/16/13	Mon	8:53:07											
		8:55:24											
		15:00:06											
		15:02:20			6:09:13		Y	6:09:13	6:30	0.25		0.25	TS claimed 0900-1530. Adj. for no lunch claimed
12/17/13	Tue	9:12:21											
		9:15:09											
		12:57:02											
		12:59:24			3:47:03		Y	3:47:03	4:15	0.25		0.25	TS claimed 0900-1315. Adj. for no lunch claimed
12/18/13	Wed	9:05:33											
		9:07:51											
		15:55:02											
		15:57:10			6:51:37		Y	6:51:37	7:15	0.25		0.25	TS claimed 0900-1615. Adj. for no lunch claimed
12/19/13	Thu	10:48:10											
		10:52:26											
		16:58:19											
		17:00:34			6:12:24		Y	6:12:24	6:15	0.00		0.00	
12/20/13	Fri	9:53:13											
		9:55:42											
		12:25:07											
		12:28:14			2:35:01		Y	2:35:01	7:00	4.25	-4.00	0.25	TS claimed 1000-1300. Adj. for no lunch claimed and MBA hours
12/23/13	Mon	9:46:38											
		9:49:06											
		10:31:12											
		10:34:07		0:02									
		14:03:06											
		14:05:24			4:18:46		Y	4:18:46	5:00	0.50		0.50	TS claimed 0930-1430. Adj. for no lunch claimed
12/24/13	Tue	8:52:36											
		8:55:01											
		10:33:01											
		10:35:17			1:42:41		Y	1:42:41	2:30	0.75		0.75	TS claimed 0830-1100. Adj. for no lunch claimed
12/26/13	Thu	9:38:46											
		9:41:10											
		15:13:25											
		15:15:46			5:37:00		Y	5:37:00	6:30	0.75		0.75	TS claimed 0930-1600. Adj. for no lunch claimed
12/27/13	Fri	8:41:16											
		8:43:36											
		12:17:47											
		12:19:50		0:02									
		15:43:22											
		15:45:42			7:04:26		Y	7:04:26	8:00	0.75		0.75	TS claimed 0830-1630. Adj. for no lunch claimed
12/28/13	Sat	9:44:14											
		9:46:41											
		15:33:33											
		15:35:37			5:51:23		Y	5:51:23	6:15	0.25		0.25	TS claimed 0900-1515. Adj. for no lunch claimed
12/30/13	Mon	10:05:53											
		10:08:12											
		12:29:56											
		12:32:03			2:26:10			1:56:10	3:45	1.75		1.75	
												99.75	total discrepant hours
												144.00	positive discrepancies

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

Release: 2019-05
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(b)(3)-P.L. 86-36
(b)(6)

						(Y)						
					Access	Total	No lunch	Net	Hours	Discrepant	Net Discrepant	
Date	DOW	Time	Location	Gaps	Total	GAP(s)	Claimed	Time	Claimed	Hours	ADJ	Hours	Notes
												4.00	negative discrepancies
												103.50	
												-3.75	

Release: 2019-05
NSA:08426

APPENDIX C

(U) Timesheets

Release: 2019-05
NSA:08427

Doc ID: 6666526

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CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) *Req: N	DIST (Org) *Req			12/29/12	
STD JON				Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	4														80.00
TYPE/SHIFT											LH 0				
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	52.75	RG	1		8.25	8.5	5.25	4.25	5	
			2				4.5	8.5	8.5	
Administrative Leave	2	LN	1						2.00	
			2							
Sick Leave	3.75	LS	1					3.75		
			2							
Holiday Leave	16	LH	1							
			2		8.00	8.00				
Annual Leave	5.5	LA	1				0.50		1.50	
			2				3.50			

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

REG	52.75	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	27.25	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	0900	1745							8.25							X		
TUE	0800	1700							8.5							X		
WED	1015	1600							5.25	0930	1400						X	4.5
THU	0930	1345						X	4.25	0800	1700							8.5
FRI	0800	1300						X	5	0800	1700							8.5
SAT																		

REMARKS
20121221 - LN taken in accordance with PMM 363, Section 6-17
20121224 - LH Holiday Leave IAW E.O., dated 21 December 2012.

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-6168		

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

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

Derived From:
Dated:
Declassify On:

(b) (3)-P.L. 86-36
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Release: 2019-05
NSA 13423

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TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) *Req: N	DIST (Org) *Req			01/12/13	
STD JON				Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	4														80.00
TYPE/SHIFT				LH 0											
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	53.25	RG	1		4.5			5.75	6	
			2		5.75	8.25	7	8	8	
Administrative Leave	2	LN	1		2.00					
			2							
Holiday Leave	8	LH	1			8.00				
			2							
Annual Leave	12.5	LA	1		1.50		3.75	2.25	2.00	
			2		2.00		1.00			
Sick Leave	4.25	LS	1				4.25			
			2							

REG	53.25	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	26.75	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	1000	1430						X	4.5	0915	1530							5.75
TUE							X			0700	1545							8.25
WED										0800	1530							7
THU	0915	1530							5.75	0915	1745							8
FRI	0915	1545							6	0800	1630							8
SAT																		

REMARKS
20121231 - Admin leave approved by the Director NSA/CSS.

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-6168		

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

CERTIFIER'S SIGNATURE

Sent to payroll on: 01/11/2013

Entered in DCPS: X

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

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Declassify On:

(b) (3)-P.L. 86-36
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Released: 2013-05
NSA: 24129

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CLASSIFICATION ** Required to apply Digital Signature

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TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
					01/26/13	
TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req		Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N					
STD JON						

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	4														80.00
TYPE/SHIFT										LH 0					
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	67.5	RG	1		2		9	6	4.75	5
			2	5.25		6.5	6.5	8.5	8.5	5.5
Holiday Leave	8	LH	1							
			2		8.00					
Sick Leave	3.25	LS	1					2.00	1.25	
			2							
Annual Leave	1.25	LA	1							
			2			1.25				
			1							
			2							

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

REG	67.5	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	12.5	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN										0845	1400						X	5.25
MON	0915	1115						X	2							X		
TUE										0830	1530							6.5
WED	0800	1730							9	0730	1430							6.5
THU	0800	1430							6	0830	1730							8.5
FRI	0845	1330						X	4.75	0845	1745							8.5
SAT	0900	1400						X	5	0900	1500							5.5

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-6168		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		01/25/2013	X

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

Derived From:
Dated:
Declassify On:

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NSA: 08-30

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CLASSIFICATION ** Required to apply Digital Signature

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TIMESHEET FORMAT 2

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

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

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

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	4														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	76.75	RG	1		6.5	9	6	5.75	8.5	
			2		6	8.5	8.5	6.75	7	4.25
Sick Leave	3.25	LS	1							
			2		2.00			1.25		
			1							
			2							
			1							
			2							
			1							
			2							

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

REG	76.75	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	3.25	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	0930	1630							6.5	0600	1230							6
TUE	0630	1600							9	0815	1715							8.5
WED	0630	1230						X	6	0815	1715							8.5
THU	1015	1630							5.75	0830	1545							6.75
FRI	0630	1530							8.5	0915	1645							7
SAT										1000	1415						X	4.25

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-6168		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		02/8/2013	X

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

Derived From:
Dated:
Declassify On:

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Released 2015-05
NSA: 08431

Doc ID: 6666526

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CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

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

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

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

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	4														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	75.75	RG	1		6.5	9	6	5.75	8.5	
			2		6	8.5	8.5	6.75	6.25	4
Sick Leave	3.25	LS	1							
			2		2.00			1.25		
Administrative Leave	1	LN	1							
			2						1.00	
			1							
			2							
			1							
			2							

REG	75.75	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	4.25	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	0930	1630							6.5	0600	1230							6
TUE	0630	1600							9	0815	1715							8.5
WED	0630	1230						X	6	0815	1715							8.5
THU	1015	1630							5.75	0830	1545							6.75
FRI	0630	1530							8.5	0915	1600							6.25
SAT										1000	1400						X	4

REMARKS
Administrative leave approved for total work systems outage, 8 February 2013

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-6168		

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

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

Derived From:
Dated:
Declassify On:

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

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Release: 2019-05
NSA 01132

Doc ID: 6666526

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CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
					02/23/13	

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

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	4														80.00
TYPE/SHIFT										LH 0					
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	67.75	RG	1	5	7	8	7	6	8	
			2			5.75	9	8	4	
Holiday Leave	8	LH	1							
			2		8.00					
Sick Leave	4.25	LS	1							
			2		1.25				3.00	
			1							
			2							
			1							
			2							

REG	67.75	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	12.25	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN	1000	1500						X	5									
MON	0645	1415							7							X		
TUE	0900	1730							8	1030	1645							5.75
WED	0845	1615							7	0730	1700							9
THU	1015	1645							6	0830	1700							8
FRI	0815	1645							8	1200	1600						X	4
SAT																		

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-6168		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		02/22/2013	X

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

Derived From:
Dated:
Declassify On:

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

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NSA-00138

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(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) *Req: N	DIST (Org) *Req			03/09/13	
STD JON				Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	4														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	68.5	RG	1		8	5.5	7	6.5	8	
			2	2	3.5		8	7.25	8	4.75
Annual Leave	8	LA	1							
			2			8.00				
Sick Leave	3.5	LS	1							
			2		3.50					
			1							
			2							
			1							
			2							

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

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

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN										0700	0900						X	2
MON	0745	1615							8	0730	1100						X	3.5
TUE	0745	1345							5.5									
WED	0900	1630							7	0630	1500							8
THU	0930	1630							6.5	0845	1630							7.25
FRI	0845	1715							8	0730	1600							8
SAT										0915	1400						X	4.75

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-6168		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		03/8/2013	X

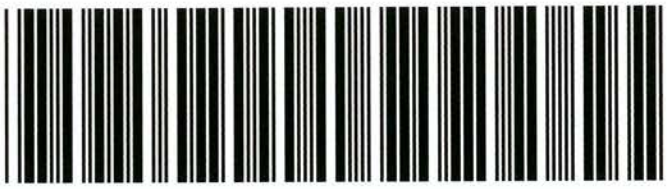
FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
Supersedes All previous versions of P3091B which are obsolete

Derived From:
Dated:
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TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) *Req: N	DIST (Org) *Req			03/23/13	
STD JON				Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	4														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	74.25	RG	1		6.25	8.25	4	6	6.5	
			2		6.75	8	8.5	6.5	8.25	5.25
Sick Leave	5.75	LS	1				4.00	1.75		
			2							
			1							
			2							
			1							
			2							
			1							
			2							

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

REG	74.25	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	5.75	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	0915	1600							6.25	0745	1500							6.75
TUE	0715	1600							8.25	0745	1615							8
WED	0900	1300						X	4	0715	1615							8.5
THU	0930	1600							6	0800	1500							6.5
FRI	0800	1500							6.5	0745	1630							8.25
SAT										0900	1415						X	5.25

REMARKS

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

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

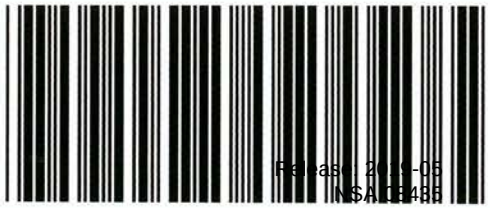
CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-6168		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K, SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		03/22/2013	X

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

Derived From: _____
Dated: _____
Declassify On: _____

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NSA 08436

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TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) *Req: N	DIST (Org) *Req			04/06/13	
				Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
STD JON						

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	4														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	59.5	RG	1		8.5		8	8.75		
			2		8	10		1.25	10	5
Annual Leave	20.5	LA	1			8.00			4.75	
			2				7.75			
			1							
			2							
			1							
			2							
			1							
			2							

REG	59.5	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	20.5	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	0615	1515							8.5	0645	1515							8
TUE										0745	1815							10
WED	0645	1515							8									
THU	0715	1630							8.75	0845	1000						X	1.25
FRI										0845	1915							10
SAT										1000	1500						X	5

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-6168		

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

CERTIFIER'S SIGNATURE

Sent to payroll on: 04/5/2013

Entered in DCPS: X

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

Derived From:
Dated:
Declassify On:

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

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NSA 84436

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(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) *Req: N	DIST (Org) *Req			04/20/13	
STD JON				Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	4														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	69.25	RG	1		7	10		6.25	6	
			2	3	8	8.5		8.5	7.5	4.5
Annual Leave	7	LA	1						1.00	
			2		2.00			1.50	2.50	
Sick Leave	3.75	LS	1		1.00			1.75	1.00	
			2							
			1							
			2							
			1							
			2							

REG	69.25	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	10.75	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN										0845	1145						X	3
MON	0845	1615							7	0830	1700							8
TUE	0645	1715							10	0700	1600							8.5
WED																		
THU	0845	1530							6.25	0730	1530							8.5
FRI	0800	1430							6	0845	1645							7.5
SAT										0930	1400						X	4.5

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-6168		

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

CERTIFIER'S SIGNATURE

Sent to payroll on: 04/22/2013

Entered in DCPS: X

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5538
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Derived From:
Dated:
Declassify On:

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

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Released 2013-05
NSA 24137

Doc ID: 6666526

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) *Req: N	DIST (Org) *Req			05/04/13	
STD JON				Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	4														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	65.75	RG	1		6	8.5				
			2		10	10	5.25	10	10	6
Annual Leave	10	LA	1					10.00		
			2							
Sick Leave	4.25	LS	1						4.25	
			2							
			1							
			2							
			1							
			2							

REG	65.75	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	14.25	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	0645	1315							6	0645	1715							10
TUE	0745	1645							8.5	0800	1830							10
WED										0700	0900	1200	1515				X	5.25
THU										0745	1815							10
FRI										0700	1730							10
SAT										0900	1500						X	6

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-6168		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		05/6/2013	X

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

Derived From:
Dated:
Declassify On:

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

Release: 2013-05
NSA/CSS

Doc ID: 6666526

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CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			05/18/13	

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

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	4														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	72	RG	1		7	7		9	8.25	
			2		10	7	6.75	9	8	
Sick Leave	4	LS	1		3.00	1.00				
			2							
Annual Leave	4	LA	1			1.00				
			2					1.00	2.00	
			1							
			2							
			1							
			2							

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

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	0900	1630							7	0730	1800							10
TUE	0930	1700							7	0700	1430							7
WED										0745	1500							6.75
THU	0800	1730							9	0745	1715							9
FRI	0745	1630							8.25	0800	1630							8
SAT																		

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-6168		

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

CERTIFIER'S SIGNATURE

Sent to payroll on: 05/17/2013

Entered in DCPS

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

Derived From:
Dated:
Declassify On:

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

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CLASSIFICATION ** Required to apply Digital Signature

Release: 2013005
NSA: 63439

Doc ID: 6666526

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CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
					06/01/13	

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

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	4														80.00
TYPE/SHIFT										LH 0					
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	49.25	RG	1			8	8.25	8.25	3.5	
			2			10	3	4.5	3.75	
Holiday Leave	8	LH	1							
			2		8.00					
Administrative Leave	2	LN	1						2.00	
			2							
Sick Leave	4	LS	1							
			2				4.00			
Annual Leave	16.75	LA	1		10.00				2.50	
			2						4.25	

REG	49.25	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	30.75	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON																X		
TUE	0800	1630							8	0730	1800							10
WED	0745	1630							8.25	0930	1230						X	3
THU	0745	1630							8.25	0830	1300						X	4.5
FRI	0800	1200							3.5	0830	1215						X	3.75
SAT																		

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-1573		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K, SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		06/3/2013	X

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

Derived From:
Dated:
Declassify On:

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

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Released 2013-05
NSA 01140

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CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) *Req: N	DIST (Org) *Req			06/15/13	
				Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
STD JON						

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	4														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	68	RG	1		8	7.75	8.75	5.5	5	
			2		8.5	8		8	8.5	
Sick Leave	4	LS	1					2.50	1.50	
			2							
Annual Leave	8	LA	1							
			2				8.00			
			1							
			2							
			1							
			2							

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

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	0800	1630							8	0730	1630							8.5
TUE	0745	1600							7.75	0800	1630							8
WED	0730	1645							8.75									
THU	0815	1415							5.5	0800	1630							8
FRI	0800	1300						X	5	0730	1630							8.5
SAT																		

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-1573		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID, SID, ORG, Agency to sign) *	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		06/14/2013	X

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

Derived From:
Dated:
Declassify On:

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

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CLASSIFICATION ** Required to apply Digital Signature

Release: 2013-05
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CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) *Req: N	DIST (Org) *Req			06/29/13	
STD JON				Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	4														80.00
TYPE/SHIFT															
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	68.25	RG	1		6	6.25		10	6.75	
			2		8.5	8.5	8.5	8.25	5.5	
Sick Leave	3.75	LS	1		2.00	1.75				
			2							
Annual Leave	8	LA	1				6.00			
			2						2.00	
			1							
			2							
			1							
			2							

REG	68.25	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	11.75	NP/LV	

	WEEK 1 IN	WEEK 1 OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED	WEEK 2 IN	WEEK 2 OUT	IN	OUT	IN	OUT	HOL	MEAL	HOURS WORKED
SUN																		
MON	0800	1400						X	6	0730	1630							8.5
TUE	0815	1500							6.25	0730	1630							8.5
WED										0730	1630							8.5
THU	0800	1830							10	0730	1615							8.25
FRI	0915	1630							6.75	0830	1400						X	5.5
SAT																		

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-6174		

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

CERTIFIER'S SIGNATURE

Sent to payroll on: 06/28/2013

Entered in DCPS: X

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

Derived From:
Dated:
Declassify On:

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

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CLASSIFICATION ** Required to apply Digital Signature

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NSA E3442

Doc ID: 6666526

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CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
					07/13/13	

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

STD JON

	AWS	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
TOUR Required	4														80.00
TYPE/SHIFT						LH 0									
GRADED NITE DIFF															

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	57.5	RG	1		5.5	5.5	6			
			2	3.25	8	8.5	7.25	5.5	8	
Holiday Leave	8	LH	1					8.00		
			2							
Annual Leave	8	LA	1						8.00	
			2							
Sick Leave	3.5	LS	1		2.50					
			2					1.00		
Administrative Leave	3	LN	1				2.00			
			2		1.00					

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

REG	57.5	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	22.5	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN										0930	1245						X	3.25
MON	0930	1500						X	5.5	1030	1900							8
TUE	1000	1600							5.5	0845	1745							8.5
WED	0900	1530							6	0945	1730							7.25
THU							X			1000	1530						X	5.5
FRI										0900	1730							8
SAT																		

REMARKS

Admin leave on 3 July 2013 approved by the Director NSA/CSS.
Admin leave on 8 July 2013 granted per PMM 363 Leave, Section 6, Administrative Leave - Excused Absences

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-1573		

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

CERTIFIER'S SIGNATURE

Sent to payroll on: 07/12/2013

Entered in DCPS: X

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

Derived From:
Dated:
Declassify On:

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

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Release: 2013405
NSA: 08143

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CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) *Req: N	DIST (Org) *Req			07/27/13	
STD JON				Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)

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

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	64.5	RG	1		7		1.5	8	8	
			2		8.25	8.5	8.25	8.25	6.75	
Sick Leave	4	LS	1			4.00				
			2							
Annual Leave	11.5	LA	1			4.00	6.50			
			2						1.00	
			1							
			2							
			1							
			2							

REG	64.5	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	15.5	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	0900	1630							7	0745	1630							8.25
TUE										0730	1630							8.5
WED	1300	1430						X	1.5	0745	1630							8.25
THU	0815	1645							8	0745	1630							8.25
FRI	0900	1730							8	0745	1500							6.75
SAT																		

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-6168		

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

CERTIFIER'S SIGNATURE

Sent to payroll on: 07/29/2013

Entered in DCPS: X

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

Derived From:
Dated:
Declassify On:

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

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CLASSIFICATION ** Required to apply Digital Signature

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NSA: 51144

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(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) *Req: N	DIST (Org) *Req			08/10/13	
STD JON				Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)

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

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	71	RG	1		8	8	6	5	4	
			2		8.25	8.25	8.25	8.25	7	
Sick Leave	4	LS	1						4.00	
			2							
Annual Leave	5	LA	1				2.00	3.00		
			2							
			1							
			2							
			1							
			2							

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

REG	71	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	9	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	0800	1630							8	0730	1615							8.25
TUE	0845	1715							8	0730	1615							8.25
WED	0900	1500						X	6	0730	1615							8.25
THU	0900	1400						X	5	0730	1615							8.25
FRI	0730	1130						X	4	0730	1500							7
SAT																		

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-1573		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		08/9/2013	X

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

Derived From:
Dated:
Declassify On:

Release: 2013-05
NSA: P-445

Doc ID: 6666526

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CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) *Req: N	DIST (Org) *Req			08/24/13	
STD JON				Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)

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

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	64	RG	1				8	8	6.75	
			2		7	8.25	7.75	8.25	6	4
Annual Leave	11.25	LA	1		3.25	8.00				
			2							
Sick Leave	4.75	LS	1		4.75					
			2							
			1							
			2							
			1							
			2							

REG	64	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	16	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON										0845	1615							7
TUE										0830	1715							8.25
WED	0845	1715							8	0830	1645							7.75
THU	0845	1715							8	0730	1615							8.25
FRI	0915	1630							6.75	0900	1530							6
SAT										1000	1400						X	4

REMARKS
Lunch taken at the end of the day on 8/16 per supervisor approval.

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-1573		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		08/23/2013	X

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

Derived From:
Dated:
Declassify On:

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

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Release: 2013-05
NSA 08446

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CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			09/07/13	

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

STD JON

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

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	59.5	RG	1		8	4.5	5.75	5.75	2.5	
			2			8	9	4	8	4
Holiday Leave	8	LH	1							
			2		8.00					
Administrative Leave	2	LN	1						2.00	
			2							
Sick Leave	3.5	LS	1			3.50				
			2							
Annual Leave	7	LA	1				2.00	2.00		
			2			2.00	1.00			

REG	59.5	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	20.5	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	0800	1630							8									
TUE	0930	1400						X	4.5	0815	1645							8
WED	0845	1430						X	5.75	0800	1730							9
THU	0845	1430						X	5.75	0800	1200						X	4
FRI	0815	1045						X	2.5	0815	1645							8
SAT										1000	1400						X	4

REMARKS
Admin leave approved by the Director NSA/CSS.

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-1573		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K, SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		09/6/2013	X

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

Derived From:
Dated:
Declassify On:

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

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CLASSIFICATION ** Required to apply Digital Signature

Released: 2015-05
NSA: 08147

Doc ID: 6666526

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CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req			09/07/13	
	N			Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
STD JON						

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

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	59.25	RG	1		8	4.5	5.75	5.75	2.5	
			2			8	9	4	8.5	3.25
Holiday Leave	8	LH	1							
			2		8.00					
Administrative Leave	2	LN	1						2.00	
			2							
Sick Leave	3.5	LS	1			3.50				
			2							
Annual Leave	7.25	LA	1				2.00	2.25		
			2			2.00	1.00			

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

REG	59.25	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	20.75	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	0800	1630							8							X		
TUE	0930	1400						X	4.5	0815	1645							8
WED	0845	1430						X	5.75	0800	1730							9
THU	0845	1430						X	5.75	0800	1200						X	4
FRI	0815	1045						X	2.5	0815	1645						X	8.5
SAT										1000	1315						X	3.25

REMARKS
Admin leave approved by the Director NSA/CSS.

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-1573		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/A, SID, SID, OPG, Approving event)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		09/9/2013	X

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

Derived From:
Dated:
Declassify On:

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CLASSIFICATION ** Required to apply Digital Signature

Release: 2019-05
NSA: 01148

Doc ID: 6666526

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

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
					09/21/13	

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

STD JON

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

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	68.75	RG	1		5	6	6.5	7.25	5.75	
			2		8.75	6.75	8.25	7	7.5	
Sick Leave	4.5	LS	1		3.00		1.50			
			2							
Annual Leave	6.75	LA	1		2.00	2.50				
			2			2.25				
			1							
			2							
			1							
			2							

REG	68.75	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	11.25	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	0915	1415						X	5	0745	1700							8.75
TUE	0815	1445							6	0745	1500							6.75
WED	0745	1445							6.5	0730	1615							8.25
THU	0830	1615							7.25	0745	1515							7
FRI	0845	1430						X	5.75	0800	1600							7.5
SAT																		

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-1573		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		09/20/2013	X

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

Derived From:
Dated:
Declassify On:

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

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CLASSIFICATION ** Required to apply Digital Signature

Release: 2013-05
USA: 00149

Doc ID: 6666526

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CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
					10/05/13	

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

STD JON

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

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	46.75	RG	1		8	7	6	8	8.75	
			2		9					
Furlough	32	KE	1							
			2			8.00	8.00	8.00	8.00	
Sick Leave	1.25	LS	1				1.25			
			2							
			1							
			2							
			1							
			2							

REG	46.75	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	1.25	NP/LV	32

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	0800	1630							8	0745	1715							9
TUE	0745	1515							7									
WED	0800	1400						X	6									
THU	0745	1615							8									
FRI	0800	1715							8.75									
SAT																		

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-1573		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K, SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		09/30/2013	X

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

Derived From:
Dated:
Declassify On:

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

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CLASSIFICATION ** Required to apply Digital Signature

Released 2013-05
NSA 24150

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

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			10/19/13	

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

STD JON

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

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
	58.75	RG	1		10	8		5.5	6	
Regular Hours -- Graded			2			8.5	3.5	10	4.25	3
	8	LH	1							
Holiday Leave			2		8.00					
	6.5	LS	1					4.50	2.00	
Sick Leave			2							
	6.75	LA	1			2.00			2.00	
Annual Leave			2			1.00			1.75	
			1							
			2							

REG	58.75	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	21.25	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	0700	1730							10							X		
TUE	0700	1530							8	0700	1600							8.5
WED										1045	1415						X	3.5
THU	0700	1230						X	5.5	0700	1730							10
FRI	0700	1330							6	0815	1230						X	4.25
SAT										1215	1515						X	3

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-1573		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K, SID, SID, OSG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		10/21/2013	X

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

Derived From:
Dated:
Declassify On:

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

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CLASSIFICATION ** Required to apply Digital Signature

Release: 2013405
NSA: 09151

Doc ID: 6666526

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CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
					11/02/13	
TAG/BLK	ACT UIC (Agency) *Req	DIST (Org) *Req		Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)
	N					
STD JON						

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

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	66.5	RG	1		6.5	4.5			5.75	
			2		8.75	10	8.75	8	8.5	5.75
Sick Leave	4.25	LS	1					4.25		
			2							
Annual Leave	9.25	LA	1			3.50		5.75		
			2							
			1							
			2							
			1							
			2							

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

REG	66.5	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	13.5	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	1000	1700							6.5	0815	1730							8.75
TUE	0930	1400						X	4.5	0700	1730							10
WED										0715	1630							8.75
THU										0700	1530							8
FRI	0815	1400						X	5.75	0800	1700							8.5
SAT										1145	1730						X	5.75

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-1573		

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

CERTIFIER'S SIGNATURE

Sent to payroll on: 11/4/2013

Entered in DCPS: X

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

Derived From:
Dated:
Declassify On:

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CLASSIFICATION ** Required to apply Digital Signature

Release 20100105
NSA 04452

Doc ID: 6666526

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CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			11/16/13	

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

STD JON

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

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	60.75	RG	1		5.5	7	8.25	6.5	5.5	
			2			5.75	6.25		10	6
Holiday Leave	8	LH	1							
			2		8.00					
Sick Leave	3.5	LS	1		3.50					
			2							
Annual Leave	7.75	LA	1							
			2					7.75		
			1							
			2							

REG	60.75	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	19.25	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	0845	1415						X	5.5							X		
TUE	0900	1630							7	0945	1530						X	5.75
WED	0845	1730							8.25	0845	1500						X	6.25
THU	0915	1130	1245	1730					6.5									
FRI	0900	1430						X	5.5	0700	1730							10
SAT								X		1215	1815						X	6

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-1573		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K, SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		11/17/2013	X

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

Derived From:
Dated:
Declassify On:

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

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CLASSIFICATION ** Required to apply Digital Signature

Release: 2019005
NSA 84458

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CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
TAG/BLK	ACT UIC (Agency) *Req: N	DIST (Org) *Req			11/30/13	
STD JON				Timekeeper SID *Req	HOURS OF WORK (AWS 0,1,6,& 8) (From)	(To)

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

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	45.25	RG	1			10.5	10	9.5	9.5	5.75
			2							
Holiday Leave	8	LH	1							
			2					8.00		
Sick Leave	8.5	LS	1							
			2		8.50					
Annual Leave	16.25	LA	1							
			2			8.25	8.00			
Administrative Leave	2	LN	1							
			2				2.00			

REG	45.25	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	34.75	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON																		
TUE	0700	1730						X	10.5									
WED	0915	1915						X	10									
THU	0800	1730						X	9.5							X		
FRI	0800	1730						X	9.5									
SAT	0800	1345						X	5.75									

REMARKS

Admin leave approved by the Director NSA/CSS.

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-1573		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K, SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		11/27/2013	X

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

Derived From:
Dated:
Declassify On:

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

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CLASSIFICATION ** Required to apply Digital Signature

Release: 2019-005
NSA 01254

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CLASSIFICATION ** Required to apply Digital Signature

(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required		NAME (Last, First Middle) ** Required to apply Digital Signature		SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
					12/14/13	

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

STD JON

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

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	68	RG	1			6.5		5.75	7.5	
			2		10	8.25	6.25	5.75	10	8
Sick Leave	4	LS	1		4.00					
			2							
Annual Leave	8	LA	1				8.00			
			2							
			1							
			2							
			1							
			2							

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

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON										0930	1930						X	10
TUE	1000	1630						X	6.5	0915	1730						X	8.25
WED										0945	1600						X	6.25
THU	0900	1445						X	5.75	0945	1530						X	5.75
FRI	0730	1500						X	7.5	0915	1915						X	10
SAT										0945	1745						X	8

REMARKS

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

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-1573		

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

CERTIFIER'S SIGNATURE

Sent to payroll on: 12/16/2013

Entered in DCPS: X

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

Derived From:
Dated:
Declassify On:

(b) (3)-P.L. 86-36
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NSA 84455

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(b) (6)

TIMESHEET FORMAT 2

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

SSN **Required	NAME (Last, First Middle) ** Required to apply Digital Signature	SID/UID *Req	PP ENDING *Req	PLT ROT SFT ROT
			12/28/13	

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

STD JON

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

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Regular Hours -- Graded	55.5	RG	1		6.5	4.25	7.25	6.25	3	
			2		5	2.5		6.5	8	6.25
Holiday Leave	8	LH	1							
			2				8.00			
Administrative Leave	2	LN	1							
			2			2.00				
Sick Leave	4	LS	1			4.00				
			2							
Excused Absence	4	LV	1						4.00	
			2							

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

REG	55.5	OT		COMP/ CREDIT		HOL		SUN		2ND		3RD		ND		E/H		LV	24.5	NP/LV	

	WEEK 1						HOL	MEAL	HOURS WORKED	WEEK 2						HOL	MEAL	HOURS WORKED
	IN	OUT	IN	OUT	IN	OUT				IN	OUT	IN	OUT	IN	OUT			
SUN																		
MON	0900	1530						X	6.5	0930	1430						X	5
TUE	0900	1315						X	4.25	0830	1100						X	2.5
WED	0900	1615						X	7.25							X		
THU	1045	1700						X	6.25	0930	1600						X	6.5
FRI	1000	1300						X	3	0830	1630						X	8
SAT										0900	1515						X	6.25

REMARKS
4 hours excused absence approved for MBA IAW NSA/CSS PMM 363, Section 6-17.
Admin leave approved by the Director NSA/CSS.

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-1573		

EMPLOYEE'S SIGNATURE (Must fill Classification, SSN, Name, PP End, AWS, T/K, SID, SID, ORG, Agency to sign)	CERTIFIER'S SIGNATURE	Sent to payroll on:	Entered in DCPS
		12/27/2013	X

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

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CLASSIFICATION

(b) (6)

CONTINUATION PAGE

TIMESHEET FORMAT 2

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

SSN	NAME (Last, First Middle)	SID	PP ENDING	PLT ROT SFT ROT
			12/28/13	

TAG/BLK	ACT UIC (Agency)	DIST (Org)	Timekeeper's SID	HOURS OF WORK (AWS 1,6,& 8) (From)	(To)
	N				

STD JON

This page and the Type Hour Entry lines below are provided as a supplement to page 1. This page is not intended to and does not replace page 1. This page is not valid without page 1.

All calculated line totals are incorporated into the summary line on page 1.

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

Employee and Certifier ***MUST*** sign ***BOTH*** pages before the Timesheet can be submitted.

JOB ORDER NUMBER / DESCRIPTION	TYPE TOTAL	TYPE HOUR	WEEK	SUN	MON	TUE	WED	THU	FRI	SAT
Annual Leave	6.5	LA	1			2.25				
			2		3.25			1.00		
			1							
			2							
			1							
			2							
			1							
			2							
			1							
			2							
			1							
			2							
			1				(b)(3)-P.L. 86-36			
			2							
			1							
			2							
			1							
			2							
			1							
			2							
			1							
			2							
			1							
			2							

REMARKS
4 hours excused absence approved for MBA IAW NSA/CSS PMM 363, Section 6-17.
Admin leave approved by the Director NSA/CSS.

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

CERTIFIER'S PHONE (Secure)	(Non-Secure)	SID
681-1573		

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

CERTIFIER'S SIGNATURE

FORM P3091B 25 FEB 2012 REV 3.0 NSN: 7540-FM-001-5536
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CLASSIFICATION

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

APPENDIX D

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

dated 5 December 2012

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

Release: 2019-05
NSA:08458

From: [redacted]
Sent: Wednesday, December 05, 2012 7:24 PM
To: [redacted] (b)(3)-P.L. 86-36 (b)(6)
Subject: (U) Recap of our Discussion from Tuesday

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

[redacted] (b)(6)

I just wanted to follow up on our discussion from Tuesday, 4 December where we:

1) Checked on how things were going with regard to our September Discussion on properly accounting for work time
2) To address concerns regarding excessive and improper NIPRNET and/or [redacted] usage. Specifically that [redacted] might constitute in appropriate use of these media's during work hours. We highlighted that [redacted] has no mission requirement for NIPRNET usage by NSA civilians and that [redacted] does have limited requirements for [redacted] usage for conducting open-source research to aid/contribute to mission production.

Given the nature of the issues I believe you fully understand why we had to have the this discussion. The attached documents highlight [redacted] office rules as well as official [redacted] agreements that must be followed by all our employees.

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

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

Release: 2019-05
NSA:08459

APPENDIX E

(U//~~FOUO~~) E-mail from [redacted] to the OIG, dated 27 May 2014

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

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

From:
Sent: Tuesday, May 27, 2014 12:56 PM
To:
Subject: Investigation

(b)(6)

Good afternoon,

I am writing to essentially ask for the benefit of the doubt when it comes to my investigation. The time cards I can't do anything about; if there are hours missing, it's entirely my fault and I will accept the consequences.

But as far as the hostile work environment is concerned, I would really like to ask for a second chance. I was unaware that my statements were so frequent as to upset people, since no one ever addressed it with me prior to this investigation starting. I'm not a hostile person, and I would take a reprimand, fines, suspension, whatever punishment is fitting, but if I lose my job, I lose everything. I will lose my daughter, my home, my car, and any means I have of providing for myself and my family. Please... at this point I am just begging for another chance. I would make it my highest priority to never say things like this again and to ensure my coworkers are comfortable working with me and not afraid for their safety. All I am asking, is please, take this into consideration when you make your final findings.

Respectfully,

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

Release: 2019-05
NSA:08461