



## Employee Timesheets

001364

Requested By	Date
Wilma Carpenter	2022-08-11

Pay Period	Start Date	End Date
2022-07-30 / 2022-08-12	2022-07-30	2022-08-12

Hours								
Description	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Subtotal
Week 1	2022-07-30	2022-07-31	2022-08-01	2022-08-02	2022-08-03	2022-08-04	2022-08-05	35.00
			S 7.00	7.00	7.00	7.00	7.00	
Week 2	2022-08-06	2022-08-07	2022-08-08	2022-08-09	2022-08-10	2022-08-11	2022-08-12	21.00
			7.00		7.00	7.00		
<b>Total</b>								<b>56.00</b>

Accumulated	
2022-08-08 - 2022-08-08 / Lieu Time Tues, Aug 2 (6-8 pm) = 2 hours - Had a pile of Victim Impact Statements to put together and also Community Impact Statements, sort and staple together and put together with envelopes - Also folded VWL brochure, Safety Plans and Victim Rights pamphlets, ready to be handed out	2.00
2022-08-08 - 2022-08-08 / Lieu Time Claiming overtime for Tues, Aug 3 (6:3-8:30 pm) - entering notes into client files from the days visits in Pickle Lake - also preparing for the KI Court for the next day	2.00
<b>Total</b>	<b>4.00</b>

Deducted	
2022-08-09 - 2022-08-09 / Sick Medical escort for out of town appointment	7.00
2022-08-12 - 2022-08-12 / Lieu Time Worker would like to take 4 hours of overtime from 8:00 am to 12:00 pm	4.00
2022-08-12 - 2022-08-12 / Vacation THIS IS A REVISED REQUEST - previous submitted is to be voided Requesting to use Vacation leave of 3 hours (1:00 pm - 4:00 pm)	3.00
<b>Total</b>	<b>14.00</b>

<b>Total</b>	<b>70.00</b>
--------------	--------------

**Notes**

Over Time to date have 0; gained 4 hours; used 4 hours; remaining is 0 hrs

Sick Time to date have 86 hours; used 7 hours; remaining 76 hours

Vac Days to date have 16 days; used 3 hours; remaining balance is 15 days and 4 hours (not sure of the formulate format)

**Authorized Signature**

Gillian Schaible