



**Employee Timesheets**

001446

Requested By	Date
Heather Napash	2022-08-24

Pay Period	Start Date	End Date
2022-08-13 / 2022-08-26	2022-08-13	2022-08-26

Hours								
Description	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Subtotal
Week 1	2022-08-13	2022-08-14	2022-08-15	2022-08-16	2022-08-17	2022-08-18	2022-08-19	32.50
			7.00	7.00	4.50	7.00	7.00	
Week 2	2022-08-20	2022-08-21	2022-08-22	2022-08-23	2022-08-24	2022-08-25	2022-08-26	24.00
			7.00	7.00	7.00	3.00		
<b>Total</b>								<b>56.50</b>

Accumulated	
2022-08-22 - 2022-08-22 / Lieu Time Sun Aug 14th- was travel day from Thunder Bay to Cochrane.  Thur Aug 18th- was travel day from Moose Factory to Cochrane (train) and we continued to drive to Hearst.  We wanted to wait to submit Overtime to add correct times with the travel. Colette will have to adjust time on timesheet as I can not back date on HRIS myself. GOOP take down and pack up throughout the day, Aug. 18, Hearst accommodation pre approved by Carol.	18.00
2022-08-24 - 2022-08-24 / Lieu Time Today we had a rapid response circle for a new referral for MJBH. Once circle was completed, Kristy, Lorilee, and I spoke about the next step for the client.	1.00
<b>Total</b>	<b>19.00</b>

Deducted	
2022-08-17 - 2022-08-17 / Sick I wasn't feeling well during the morning. But start to feel good.	2.50
2022-08-25 - 2022-08-25 / Vacation I have an appt during the afternoon	4.00
2022-08-26 - 2022-08-26 / Sick Not feeling well. Requesting day off.	7.00
<b>Total</b>	<b>13.50</b>

<b>Total</b>	<b>70.00</b>
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**Notes**

Sick August 17, 2022 (2.50 hours); August 26, 2022 (7 hours)

Vacation August 25, 2022 (4 hours)

Overtime accumulated August 14 & 18, 2022 (18 hours due to travel)

**Authorized Signature**

Gillian Schaible