



Employee Timesheets

002282

Requested By	Date
Giles Akiwenzie	2022-12-02

Pay Period	Start Date	End Date
2022-11-19 / 2022-12-02	2022-11-19	2022-12-02

Hours								
Description	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Subtotal
Week 1	2022-11-19	2022-11-20	2022-11-21	2022-11-22	2022-11-23	2022-11-24	2022-11-25	14.00
						7.00	7.00	
Week 2	2022-11-26	2022-11-27	2022-11-28	2022-11-29	2022-11-30	2022-12-01	2022-12-02	35.00
			7.00	7.00	7.00	7.00	7.00	
Total								49.00

Deducted	
2022-11-21 - 2022-11-22 / Bereavement Funeral on November 20, 2022. Return to office on Wednesday, November 23rd, 2022. Not sure how requests initiated when informed of funeral on weekend, then funeral on the same weekend. Manager currently on leave and informed via email to make requests to Collete or Oana. Email sent on Sunday morning attention to both cc to manager GE.	14.00
2022-11-23 - 2022-11-24 / Bereavement Brother in law passed away. request 5 days, but only taking today(request is for 1 day/7hours) possibly tomorrow and the day of funeral in it falls on a workday. I have only have 30 hours of bereavment leave remaining.	7.00
Total	21.00

Total	70.00
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Notes
2 bereavement requests; one for Monday and Tuesday of last week, and, another bereavement request for Wednesday; both approved by Collete in George's absence - Total 3 days or 21 hours. I spoke with Giles and he advises he returned to Timmins on Wednesday and did not bother taking another bereavement leave for the 24th and 25th. -George Edwards.

Authorized Signature
George Edwards