



Nishnawbe-Aski Legal Services Corporation  
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Nishnawbe-Aski Legal Services Corporation  
 Attention: Accounts Payable  
 138B Mission Road  
 Fort William First Nation, ON P7J 1K7  
 Tel: (807) 622-1413 Fax: (807) 622-3024

## Employee Timesheets

004398

Requested By	Date
Brandi Hunter	2023-08-12

Pay Period	Start Date	End Date
2023-08-12 / 2023-08-25	2023-08-12	2023-08-25

Hours								
Description	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Subtotal
Week 1	2023-08-12	2023-08-13	2023-08-14	2023-08-15	2023-08-16	2023-08-17	2023-08-18	24.00
	12.00	8.00					4.00	
Week 2	2023-08-19	2023-08-20	2023-08-21	2023-08-22	2023-08-23	2023-08-24	2023-08-25	24.00
	12.00	12.00						
<b>Total</b>								48.00

<b>Total</b>	48.00
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**Notes**

- Saturday Aug-12-2023: BBP duties 8AM-8PM, check-ins with residents, building walkarounds, implement knife sign-out/in sheet for residents (some have conditions where knives are listed on their conditions).
- Sunday Aug 13-2023: BBP duties 8AM-4PM, check in with residents, building walkarounds, room checks both male/female sides, created a clearer chore board list for residents, made extra sheets of forms/sign-out/in sheets and placed in filing cabinets.
- Friday Aug 18-2023: 1:00PM-5:00PM, Meeting with Tammy, picked up shift for afternoon, BBP duties: visual/interactions with residents
- Saturday Aug 19-2023: 8:00AM-8:00PM, BBP duties, building walkarounds, observed clients take their prescriptions, cleaned male side kitchen counter-top, case notes.
- Sunday Aug 20-2023: 8:00AM-8:00PM, BBP duties, building walkarounds, made extra sheets of forms/sign-out/in sheets and placed in filing cabinets, groceries put away for male and female side, case notes.

Total hours are correct.  
 Tammy Brazeau-manager

**Authorized Signature**  
 Tammy Brazeau