

	FULL NAME LAST NAME - FIRST NAME BWT GRADE/STEP	UNIT DESIGNATION														ACCOUNTING CLASSIFICATION																			
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		31		
1																																			1
2																																			2
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		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			

	SW WH	SWH DED	OVERTIME			ND	NDA	HP	SPECIAL WORK				AN LV	SK LV	NW	NR DAYS PAY STAT	NC LSI	REMARKS	ADDITIONAL REMARKS
			SR	PR 125 %	PR 135 %				A	B	C	OTHER							
1																			
2																			
3																			
4																			
5																			
6																			
7																			
8																			
9																			

I CERTIFY THAT THE TIME AND ATTENDANCE RECORD FOR THE INDIVIDUALS LISTED IS TRUE AND CORRECT, AND THAT OVERTIME SHOWN WAS REQUIRED AND AUTHORIZED.

SUPERVISOR'S SIGNATURE