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Employee Timesheet

Cesar Emmanuel Sanchez (Employee Id: [REDACTED])

THIRD COAST EMPLOYEE SERVICES, LLC (4268)

Date: 11/19/2023

Time: 05:39p

11/06/2023 - 11/19/2023

LOCATION	OCC Houston
DIVISION	Lighthouse Midstream Services
DEPARTMENT	87772 - Operational Services
POSITION	Pipeline Controller

Date	From	To	DEPARTMENT	POSITION	PTO	SP Sick EE 100%	Total Time	PTO	REGULAR	SP Sick EE 100%
Mon 11/06/2023	05:40p	Tue 06:10a	87772 - Oper	Pipeline Con			12.50			
Fri 11/10/2023	05:40a	06:10p	87772 - Oper	Pipeline Con			12.50			
Sat 11/11/2023			87772 - Oper	Controller L	12.00		12.00			
Sun 11/12/2023			87772 - Oper	Controller L	12.00		12.00			
Week Total:					24.00		49.00	24.00	25.00	
Tue 11/14/2023	05:40p	Wed 06:10a	87772 - Oper	Pipeline Con			12.50			
Wed 11/15/2023	05:40p	Thu 06:10a	87772 - Oper	Pipeline Con			12.50			
Thu 11/16/2023	05:40p	Fri 06:10a	87772 - Oper	Pipeline Con			12.50			
Fri 11/17/2023			87772 - Oper	Pipeline Con		8.00	8.00			
Week Total:						8.00	45.50		37.50	8.00
Total:					24.00	8.00	94.50	24.00	62.50	8.00

Notes

Created	Created By	Type	Date	Note
07/27/2023 11:23p	Cesar Emmanuel Sanchez	Time Entry	11/11/2023	I would like to request both days off.
07/27/2023 11:23p	Cesar Emmanuel Sanchez	Time Entry	11/12/2023	I would like to request both days off.
11/19/2023 01:05p	[REDACTED]	Time Entry	11/17/2023	Paid 8 hours of Administrative Leave Pay due to incident on 11/15/2023

Time Off Counts

Time Off	Accrued To	Current Accrued	Taken	Current Balance	Sch	Pending Approval	Accrue Rate	Last Carry Over	Earned After	Last Carry Over
Community Service Day	01/01/2024	Hrs:	12.00	0.00	12.00	0.00	0.00	1/Yearly	0.00	12.00
		Days:	1.00	0.00	1.00	0.00	0.00		0.00	1.00
01/01/2023 - 01/01/2024										
Flex Day	12/01/2023	Hrs:	60.00	48.00	0.00	12.00	0.00	0 Days/Monthly (Simple Schedule)	0.00	60.00
		Days:	5.00	4.00	0.00	1.00	0.00		0.00	5.00

01/01/2023 - 01/01/2024										
Floating Holiday	01/01/2024	Hrs:	24.00	24.00	0.00	0.00	0.00		0.00	24.00
		Days:	2.00	2.00	0.00	0.00	0.00	2/Yearly	0.00	2.00
01/01/2023 - 01/01/2024										
PTO	11/20/2023	Hrs:	218.99	169.00	49.99	0.00	0.00		71.39	147.60
		Days:	18.25	14.08	4.17	0.00	0.00	6.15 Hrs/Pay Period	5.95	12.30
01/01/2023 - 01/01/2024										

X _____
Manager Signature

Date

X _____
Cesar Emmanuel Sanchez

Date