Telecommuting Journal Logs

March 20, 2020

| Date | Employee | Description | Estimated\_Hours | Actual\_Hours | Planned\_Unplanned | Result | Comments |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 2020-03-17 | Debra Hanas | Respond to e-mail; Section Meeting Call; Coordination with Management | 40%, 10%, 50% | 40%, 10%, 50% | Planned | Complete | NA |
| 2020-03-18 | Debra Hanas | Respond to e-mail; Rulemaking process review, Part 910 reclass review | 30%, 50%, 20% | 30%, 50%, 20% | Planned | Complete | NA |
| 2020-03-19 | Debra Hanas | Respond to e-mail; Section Meeting Call; Rulemaking process review | 30%, 10%, 60% | 30%, 50%, 20% | Planned | Complete | NA |
| 2020-03-20 | Debra Hanas | Respond to e-mail; Rulemaking process review, Part 910 reclass review | 30%, 50%, 20% | 30%, 50%, 20% | Planned | Complete | NA |