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| **Daily Timesheet** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |
| **Name** |  |  |  |  |  | **Email** |  |  |  |  |  |  |  |  |  |  | |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |
| **Project Name/Description** | **Charge Code** | **1-Nov** | **2-Nov** | **3-Nov** | **4-Nov** | **5-Nov** | **6-Nov** | **7-Nov** | **8-Nov** | **9-Nov** | **10-Nov** | **11-Nov** | **12-Nov** | **13-Nov** | **14-Nov** | **15-Nov** | | **Total Hrs.** |
| NASA HITSS/PMO Dist DL | 14123 |  |  |  |  |  |  |  |  |  |  |  |  | **8** | **8** | **8** | | **24** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | **0** |
| **Total** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | **24** |

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| **Daily Timesheet** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Name** |  |  |  |  |  | **Email** |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Project Name/Description** | **Charge Code** | **16-Nov** | **17-Nov** | **18-Nov** | **19-Nov** | **20-Nov** | **21-Nov** | **22-Nov** | **23-Nov** | **24-Nov** | **25-Nov** | **26-Nov** | **27-Nov** | **28-Nov** | **29-Nov** | **30-Nov** | **Total Hrs.** |
| NASA HITSS/PMO Dist DL | 14123 | **8** | **8** |  |  |  |  |  |  |  |  |  |  |  |  |  | **16** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **0** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **0** |
| **Total** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **16** |

**Sent:** Tuesday, November 21, 2017 8:46 AM  
**To:** Barrie, Aminata (HQ-LM020)[DIGITAL MANAGEMENT INC.] <aminata.barrie@nasa.gov>  
**Subject:** RE: Weekly Timesheet

Ammie,

I approve the hours.

Thanks,

**Melissa Forrest, PMP, CSM, CSPO, SA, ITIL**

Deputy Program Manager, NASA HITSS

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