**Work Accomplished Summary (Joshua Gardiner):**

* On-Going Assistance (enduring): Duties as knowledge management technician the Knowledge Management Cell (DSK) at Air Force Global Strike Command (AFGSC) at Barksdale Air Force Base (AFB), Louisiana, on contract FA6800-20-F-0001, Option Year Two.
* Appointed lead over the Event Management Application for the Airman Family Readiness Center. A new project that is based off of ERA.
* Met with CIC developers to hand over requirements for a new calendar booking system.
* Debugged and refined new Event Management Application (EMA) and met with stake holders for demo, presentation, and to receive feedback.

**Travel Forecast:**  None planned for February 2021 (coronavirus travel ban).

**Invoiced Labor for this month (including Contract Access Fee):** $XXX