

DONALD E. FENNOY II, ED.D. SUPERINTENDENT

FRANK A. BARBIERI, JR., ESQ. BOARD CHAIR

OFFICE OF THE SUPERINTENDENT 3300 FOREST HILL BOULEVARD, C-316 WEST PALM BEAGH, FL 33406-5869 KAREN M. BRILL BOARD VICE CHAIR

MARCIA: ANDREWS

PHONE: 561-629-8566 / FAX: 561-649-6837 WWW.PALMBEACHSCHOOLS.ORG ALEXANDRIA AYALA BARBARA MCQUINN DEBRA L. ROBINSON, M.D. ERICA WHITFIELD

#### **MEMORANDUM**

10:

Teresa Michaels

Inspector General

FROM:

Donald E. Fennoy II, Ed.J

Superintendent

DATE:

April 6, 2021

RE:

WHISTLE-BLOWER INVESTIGATION CASE #19-0006-1

FALSIFICATION OF OVERTIME AUTHORIZATION REQUESTS - MAINTENANCE & PLANT OPERATIONS

Since the Office of Inspector General concluded that the allegation that Maintenance and Plant Operations General Manager Craig Singletary and Director Stacey Marshall ordered staff to falsify Overtime Authorization Requests after the OIG requested the forms for an audit of overtime use was unsubstantiated, I am recommending no further action be taken. As required by School Board Policy 3.28, I have informed the complainant, the Director and General Manager of Maintenance and Plant Operations of my decision.

Cc: Wanda F. Paul, M.Ed., MBA, Chief Operating Officer
Stacey Marshall, Director, Maintenance & Plant Operations
Craig Singletary, General Manager, Maintenance & Plant Operations



THE SCHOOL DISTRICT OF PALM BEACH COUNTY, FLORIDA

OFFICE OF INSPECTOR GENERAL 3318 FOREST HILL BLVD., C-306 WEST PALM BEACH, FL 33406 (561) 434-7335 FAX: (561) 434-8652 www.palmbeachschools.org Hotline: 855-561-1010 TERESA MICHAEL, CIG, CIGI, CFE INSPECTOR GENERAL

SCHOOL BOARD FRANK BARBIERI, JR., CHAIR KAREN M. BRILL, VICE CHAIR MARCIA ANDREWS ALEXANDRIA AYALA BARBARA McQUINN DEBRA L. ROBINSON, M.D. ERICA WHITFIELD

# CONFIDENTIAL

DONALD E. FENNOY II, Ed.D., SUPERINTENDENT

#### MEMORANDUM

TO:

Dr. Donald E. Fennoy, Superintendent

FROM:

Teresa Michael, Inspector General

DATE:

December 9, 2020

SUBJECT:

Transmittal of Final Whistle-Blower Report Case # 19-0006-I - Falsification of

Overtime Authorization Requests

In accordance with School Board Policy 3.28, we hereby transmit the findings of the above-referenced Whistle-Blower investigative report.

The report addresses an allegation that the Management in Maintenance and Plant Operations falsified Overtime Authorization Requests that were provided to the OIG for an audit. The OIG determined the allegation was unsubstantiated.

Regarding Whistle-Blower Investigations, *School Board Policy 3.28*, states that "Upon the Inspector General's presentation of findings to the Superintendent, the Superintendent shall reach a decision regarding the complaint and shall communicate the decision to the complainant and the person(s) accused of violating this policy."

Per School Board Policy 1.092, the report will be distributed accordingly and will be posted on the Inspector General's website;

https://www.palmbeachschools.org/departments/inspector\_general\_s\_office.

Falsification of Overtime Authorization Requests

#### INTRODUCTION & SYPNOPSIS

On March 13, 2019, the Office of Inspector General (OIG) received a complaint from a current employee. The employee alleged that Maintenance and Plant Operations (MPO) Management staff falsified the Overtime Authorization Requests that the OIG requested for an Audit of MPO overtime usage. The complainant has been designated a Whistle-Blower (WB). Specifically, it was alleged that:

1. Maintenance and Plant Operations General Manager Craig Singletary and Director Stacey Marshall ordered staff to falsify Overtime Authorization Requests (OARs) after the OIG requested the forms for an audit of overtime use in violation of:

School Board Policy 1.013 Responsibilities of School District Personnel and Staff states that it shall be the responsibility of the personnel employed by the district school board to carry out their assigned duties in accordance with federal laws, rules, state statutes, state board of education rules, school board policy, superintendent's administrative directives and local school and area rules.

School Board Policy 2.61 Fraud states that The Board is committed to establishing and maintaining an organizational culture that will ensure fraud prevention and detection are integral parts of all activities, consistent with the Standards of Conduct contained in the Code of Ethics for Public Officers and Employees (Chapter 112, Part III, Florida Statutes) and Board Policy 3.02. The Board prohibits and will not tolerate or condone fraudulent, unethical, or dishonest activities. It is the policy of the Board to identify and promptly investigate suspected fraudulent, unethical or dishonest activities; and, if substantiated, to pursue legal remedies made available under the law. Each employee or agent of the District is responsible for reporting any observed or suspected fraud or fraudulent activity.

School Board Policy 3.02(4) Code of Ethics states that each employee agrees and pledges a.) to provide the best example possible; striving to demonstrate excellence, integrity and responsibility in the workplace and b.) to obey local, state and national laws, codes and regulations.

School Board Policy 3.02(5) Code of Ethics states: Misrepresentation or Falsification — We are committed to candor in our work relationships, providing other Board employees including supervisors, senior staff and Board members with accurate, reliable and timely information. Employees should exemplify honesty and integrity in the performance of their official duties for the School District. Unethical conduct includes but is not limited to:

vii. Falsifying, misrepresenting, or omitting information submitted in the course of an official inquiry/investigation;

Falsification of Overtime Authorization Requests

The OIG investigation concluded the allegation was unsubstantiated. The investigative findings as to the allegation will be discussed in detail later in this report.

#### OIG JURISDICTIONAL AUTHORITY

School Board Policy 1.092 provides for the Inspector General to receive and consider complaints, and conduct, supervise, or coordinate such inquiries, investigations, or reviews, as the Inspector General deems appropriate.

### BACKGROUND: INDIVIDUALS & ENTITIES COVERED IN THIS REPORT

#### Maintenance and Plant Operations

Maintenance and Plant Operations accomplishes specified maintenance and repair of existing District facilities in support of the educational mission. Maintenance and Plant Operations is located at 330 Summit Boulevard, West Palm Beach, Florida 33406.

### Craig Singletary, General Manager, Maintenance and Plant Operations

Mr. Singletary has been employed by the School District for thirty-two years and has served as the General Manager of Maintenance and Plant Operations since 2017. He has worked in MPO for the entirety of his career with the District.

### Stacey Marshall, Director, Maintenance and Plant Operations

Ms. Marshall has been employed by the School District for twenty years and has served as the Director of Maintenance and Plant Operations since 2017. She has worked in MPO for the entirety of her career with the District, Ms. Marshall supervises Mr. Singletary.

### Sabra Avery, Financial Applications Manager, Maintenance and Plant Operations

Ms. Avery has been employed by the School District for seven years and has served as the Financial Applications Manager since October 2014.

### Rohan East, Support Operations Leader, Maintenance and Plant Operations

Mr. East has been employed by the School District for four years and has served as the Support Operations Leader of the call center for approximately two years.

### Beverlyn Simmonds, Assistant to the General Manager, Maintenance and Plant Operations

Ms. Simmonds was employed by the School District for 35 years and retired effective November 1, 2019. Ms. Simmonds served the School District as an Accounting Clerk for over twenty years and spent her last 12 years as the Assistant to the General Manager of MPO. Ms. Simmonds worked for Steve Bacchus, Stacey Marshall, and Craig Singletary during her tenure as the Assistant to the General Manager of MPO.

Falsification of Overtime Authorization Requests

### LaDonna Paz, Maintenance Technician Support, Maintenance and Plant Operations

Ms. Paz has been employed by the School District for five years and has served as the Maintenance Technician Support for approximately one year.

### Deborah Dare, Maintenance Service Representative, Maintenance and Plant Operations

Ms. Dare has been employed by the School District for 31 years and has served as the Maintenance Service Representative in MPO since 2001. She has been in the payroll section since 2018.

### Linda Yokota, Senior Human Resources Analyst, Maintenance and Plant Operations

Ms. Yokota has been employed by the School District for 18 years and has served as the Senior Human Resources Analyst in MPO since 2017.

### RELEVANT GOVERNING AUTHORITIES

- School Board Policy 1.013, Responsibilities of School District Personnel and Staff.
- School Board Policy 2.61, Fraud
- School Board Policy 3.02, Code of Ethics.
- Florida Statute 839.13(1), Falsifying Records.

#### **DOCUMENTS REVIEWED**

• Overtime Authorization Requests.

### CASE INITIATION & INVESTIGATIVE METHODOLOGY

The investigation was initiated based on a complaint alleging that Maintenance and Plant Operations General Manager Craig Singletary and Director Stacey Marshall ordered staff to falsify Overtime Authorization Requests after the OIG requested the forms for an audit of overtime use.

During the course of the investigation, the OIG interviewed the Whistle-Blower (WB), MPO General Manager Craig Singletary, MPO Director Stacey Marshal, and other employees at MPO. The OIG reviewed the Overtime Authorization Requests submitted to the OIG based on the OIG's request for documents to complete an audit of overtime usage, applicable District policies, and Florida Statutes.

This investigation was conducted in compliance with the *Quality Standards for Investigations*, *Principles and Standards for Offices of Inspector General*, promulgated by the Association of Inspectors General.

Falsification of Overtime Authorization Requests

#### **INVESTIGATIVE FINDINGS**<sup>1</sup>

1. Maintenance and Plant Operations General Manager Craig Singletary and Director Stacey Marshall ordered staff to falsify Overtime Authorization Requests after the OIG requested the forms for an audit of overtime use. Allegation Unsubstantiated.

The OIG investigation concluded the allegation was unsubstantiated.

The OIG interviewed the above employees. Below is a recap of the interview testimony provided:

Whistle-Blower: The WB reported that Ellen Steinhoff (an OIG Auditor) met with Transportation Director Stacy Marshall in February 2019 and requested a bunch of Overtime Authorization Requests for overtime to assist with an audit. The WB said that Ms. Marshall tasked Craig Singletary and Sabra Avery with gathering the documents. The WB alleged that Mr. Singletary asked staff to falsify the documents because they did not exist. The WB added that Mr. Singletary and Ms. Marshall signed the documents that were created and dated them in March 2019. The overtime worked and paid was done in late 2018. The WB further alleged that Mr. Singletary had staff falsify the documents. Ms. Avery later provided the falsified backdated documents to the OIG Auditor per her request. The WB added that Supervisor Rohan East assisted with falsifying the documents by "whiting out" dates on the documents so new copies of the backdated documents could be submitted. The WB stated that Beverly Simmonds provided the WB with the alleged falsified documents (Exhibit 1).

Former Assistant to the General Manager Beverlyn Simmonds: Ms. Simmonds stated that all Overtime Authorization Requests (OARs) for MPO went through her. She would receive the OARs after they were filled out by the employee and signed by their respective Area Manager. When Ms. Simmonds received the OARs she would send them to the General Manager (Craig Singletary) for approval. Once the General Manager signed the OAR, the General Manager would return the OAR to Ms. Simmonds. Ms. Simmonds would make a copy of the OAR and place one copy in her files and provide a copy to the employee for their records.

Ms. Simmonds recalled when the OIG requested copies of the OARs in February 2019. Ms. Simmonds explained that she did not make the copies for the OIG. Ms. Simmonds said that Sabra Avery asked her for the copies and she told Ms. Avery that the OARs were in the filing cabinet. Ms. Simmonds recalls that Ms. Avery and Rohan East helped to make copies of the OARs. Ms. Simmonds said she did not see anyone falsify any of her files. Ms. Simmonds surmised that the copies of the OARs provided to the OIG by Ms. Avery were accurate and correct because they were copied from her files. Ms. Simmonds reviewed the documents provided by the WB. Ms. Simmonds stated that she did not know who created the documents. Ms. Simmonds said she did not provide these documents to the WB.

<sup>1</sup> The OIG findings were determined using the standards that appear on the final page of this report.

Falsification of Overtime Authorization Requests

Support Operations Leader Rohan East: Mr. East stated that he was minimally involved with complying with the OIG Auditor's request. Mr. East was not sure if he actually made any copies, but some of his staff assisted with locating the requested OARs. Mr. East denied that he or his staff falsified any of the OARs that were provided to the OIG Auditor. Mr. East also denied that Craig Singletary or Stacey Marshall asked him or his staff to falsify any documents. The OIG showed Mr. East the documents provided by the Whistle-Blower that were allegedly falsified. Mr. East could not explain where the Whistle-Blower obtained the documents, who created the documents, or why they were created.

Financial Applications Manager Sabra Avery: Ms. Avery confirmed that she received a request for OARs from an OIG Auditor. Ms. Avery oversees payroll so she is the appropriate person to comply with the request for OARs. Ms. Avery explained that she and three of her staff members (Linda Yocota, LaDonna Paz, and Deborah Dare) began to process the request. Ms. Avery added that her office received either scanned copies or paper copies of OARs from Beverlyn Simmonds. The OARs are stored in an electronic Share File or in boxes in the payroll section of the building. Ms. Avery said that all the records she provided to the OIG Auditor were accurate copies of OARs that were submitted by MPO employees. Ms. Avery stated that she and her staff obtained the OARs from their Share File, boxes kept in her section, and from originals maintained by Ms. Simmonds in her office. Ms. Avery denied that she or her staff falsified any of the OARs she provided to the OIG Auditor. Ms. Avery also denied that Craig Singletary or Stacey Marshall asked her or her staff to falsify any of the OARs she provided to the OIG Auditor.

The OIG showed Ms. Avery the documents provided by the Whistle-Blower that were allegedly falsified. Ms. Avery could not explain where the Whistle-Blower obtained the documents, who created the documents, or why they were created. Ms. Avery re-iterated that she or her staff did not create the documents the Whistle-Blower provided to the OIG.

Maintenance Service Representative Deborah Dare: Ms. Dare stated that she made a lot of copies of OARs because Ms. Avery asked her to make the copies. She made copies from OARs that were on the share drive or from hard copies that were stored in a file cabinet. Ms. Dare denied falsifying any documents or that anyone asked her to falsify any documents. The OIG showed Ms. Dare the documents provided by the Whistle-Blower that were allegedly falsified. Ms. Dare could not explain where the Whistle-Blower obtained the documents, who created the documents, or why they were created.

Maintenance Technician Support LaDonna Paz: Ms. Paz stated that Ms. Avery asked her to assist with copying OARs. She made copies of the OARs that were requested. She made copies from OARs that were on the share drive or from hard copies that were stored in boxes or a file cabinet. Ms. Paz added that if she was missing any of the OARs she would go to Ms. Simmonds' office to get them because she kept all the originals. Ms. Paz denied re-creating or falsifying any of the OARs that she copied. Ms. Paz also denied that anyone asked her to falsify any documents. The OIG showed Ms. Paz the documents provided by the Whistle-Blower that were allegedly falsified.

Falsification of Overtime Authorization Requests

Ms. Paz could not explain where the Whistle-Blower obtained the documents, who created the documents, or why they were created.

Senior Human Resources Analyst Linda Yokota: Ms. Yokota recalled that she made copies of OARs. She made copies from OARs that were on the share drive or from hard copies that were stored in a file cabinet. Ms. Yokota denied falsifying any documents. Ms. Yokota denied that anyone asked her to falsify any documents. The OIG showed Ms. Yokota the documents provided by the Whistle-Blower that were allegedly falsified. Ms. Yokota could not explain where the Whistle-Blower obtained the documents, who created the documents, or why they were created.

Maintenance and Plant Operations General Manager Craig Singletary: Mr. Singletary confirmed that he recalled that an audit was begun in February 2019. Mr. Singletary said he was not directly involved in the collection of the requested OARs. Mr. Singletary explained that his secretary at the time (Beverlyn Simmonds) kept a file cabinet in her office with copies of all the OARS submitted at MPO. He recalled that some staff came to his area to retrieve OARs from Ms. Simmonds file cabinet. Mr. Singletary said he did not assign any staff to make copies of the OARs. His only involvement was to tell staff that came to make copies of the OARs in Ms. Simmonds file cabinet to make sure they returned the original OARs they copied to Ms. Simmonds' file cabinet. Mr. Singletary recalled that Ms. Simmonds would bring OARs to him for his signature then make copies for payroll and the manager of the employee on the OAR, and keep a copy for her files. Mr. Singletary said Ms. Simmonds was able to provide OARs that other staff could not find in their files because she kept copies of all the OARs in her file cabinet. Mr. Singletary added that if an OAR was lost by payroll or the supervisor, Ms. Simmonds provided the OAR because she maintained a copy of the original OAR. Mr. Singletary denied asking any staff members to falsify any OARs. Mr. Singletary added that he had no knowledge of Ms. Marshall asking staff to falsify any OARs. He sits in an office next to Ms. Marshall and never heard her issue such a directive and does not believe she would issue such a directive. Mr. Singletary reiterated that he was not involved in complying with the OIGs request for OARs.

Maintenance and Plant Operations Director Stacey Marshall: Ms. Marshall confirmed that she recalled that the OIG Auditor began an audit of MPO overtime in February/March 2019. Ms. Marshall said the OIG Auditor requested OARs for a specific timeframe. Ms. Marshall assigned Ms. Avery to complete the request because Ms. Marshall does not have access to the OARs. Her responsibility is to approve timesheets in PeopleSoft, but Ms. Avery is the payroll person charged with keeping the OARs. Ms. Marshall added that Ms. Avery asked three members of her staff to collect the OARs. The three employees tasked with making the copies were LaDonna Paz, Deborah Dare, and Linda Yokota.

The OIG showed Ms. Marshall the documents provided by the Whistle-Blower that were allegedly falsified. Ms. Marshall could not explain where the Whistle-Blower obtained the documents, who falsified the documents, or why they were falsified. Ms. Marshall denied directing any of her staff to falsify any OARs.

Falsification of Overtime Authorization Requests

#### **DOCUMENTS REVIEWED**

The OIG reviewed the documents the OIG received from the WB that were allegedly falsified. The documents were OARs for ten MPO employees. The WB provided two sets of documents. The first set was dated in November 2018 and the second set was dated in March 2019. The WB alleged that the documents dated in 2019 were falsified and provided to the OIG after the OIG request was made by the OIG Auditor because MPO management did not properly approve the overtime at the time the overtime was worked and did not want to receive a negative audit finding (see Table 1).

Table 1: Overtime Authorization Requests provided by the WB.

OARs sign	ed in Novemb	er 2018	OARs sign	ed in March 2	019		
Employee	Date	Date	Employee	Employee Date			
	Requested	Signed		Requested	Signed		
Frank Arancibia	11/19/18	11/27/18	Frank Arancibia	11/19/18	Undated		
Frank Arancibia	11/19/18	11/20/18	Frank Arancibia	11/19/18	03/05/19		
Douglas Bock	11/15/18	11/19/18	Douglas Bock	11/15/18	03/04/19		
Gregory	11/15/18	11/16/18	Gregory Hammond	11/15/18	03/04/19		
Hammond		1					
Andrew Mann	11/16/18	11/19/18	Andrew Mann	11/16/18	03/04/19		
Virgilio Ortiz	11/16/18	11/19/18	Virgilio Ortiz	11/16/18	03/04/19		
Vincent	11/14/18	11/15/18	Vincent Peterkin	11/14/18	03/04/19		
Peterkin		1					
Derrick Reeves	11/15/18	11/16/18	Derrick Reeves	11/15/18	03/04/19		
Keith	11/10/18	11/14/18	Keith Robertson	11/10/18	03/04/19		
Robertson							
Thanh Truong	11/14/18	11/15/18	Thanh Truong	11/14/18	03/04/19		

The OIG compared the OARs provided by the WB to the OARs the OIG Auditor received<sup>2</sup>. The OIG found that MPO provided the OIG Auditor with the OARs that contained the November 2018 dates and did not receive the OARs dated in March 2019 that were allegedly falsified.

#### CONCLUSION

Based on the testimony obtained and the records reviewed, the OIG concluded that the allegation that Maintenance and Plant Operations General Manager Craig Singletary and Director Stacey Marshall ordered staff to falsify Overtime Authorization Requests after the OIG requested the forms for an audit of overtime use *Unsubstantiated*.

<sup>&</sup>lt;sup>2</sup> The OIG contacted Ms. Steinhoff and asked if she had received or had any knowledge about the OARs dated in March 2019. Ms. Steinhoff said that she only received the OARs that she had in her files that the OIG had reviewed. Ms. Steinhoff said she had no reason to believe the OARs were falsified and nobody brought any concerns to her about OARs being falsified during her audit. Ms. Steinhoff has no recollection of ever seeing the OARs dated in March 2019.

Falsification of Overtime Authorization Requests

#### **RECOMMENDATIONS**

The OIG recommends no further action be taken.

### AFFECTED PARTY NOTICE

In accordance with *Florida Statute 112.3189*, on November 19, 2020, the complainant was notified of the investigative findings and provided with an opportunity to submit a written response to these findings. On November 30, 2020, the complainant confirmed via telephone that a response would not be submitted to the OIG.

#### DISTRIBUTION

Donald E. Fennoy II, Superintendent OIG File

Falsification of Overtime Authorization Requests

Investigation Conducted by:

Oscar Restrepo, CIG, CIGI, Director of Investigations

12/9/20 Date

Investigation Approved by:

Teresa Michael, CIG, CFE, CIGI, Inspector General

The evidentiary standard used by the School District of Palm Beach County OIG in determining whether the facts and claims asserted in the complaint were proven or disproven is based upon the preponderance of the evidence. Preponderance of the evidence is contrasted with "beyond a reasonable doubt," which is the more severe test required to convict a criminal and "clear and convincing evidence," a standard describing proof of a matter established to be substantially more likely than not to be true. OIG investigative findings classified as "substantiated" means there was sufficient evidence to justify a reasonable conclusion that the actions occurred and there was a violation of law, policy, rule, or contract to support the allegation. Investigative findings classified as "unfounded" means sufficient evidence to justify a reasonable conclusion that the actions did not occur and there was no violation of law, policy, rule, or contract to substantiate the allegation. Investigative findings classified as "unsubstantiated" means there was insufficient evidence to justify a reasonable conclusion that the actions did or did not occur and a violation of law, policy, rule, or contract to support the allegation could not be proven or disproven.

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# **Facilities Services Overtime**

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# Facilities Services Overtime Authorization Request

REQUESTER		<del></del>	TEAN	/ AREA		· · · · · · · · · · · · · · · · · · ·		DATE OF REQUEST
Frank Aramelbia			Util	itles - 9	450			11/19/2018
SCHOOL CENTER OR FACILITY								
WORK ORDER NO.				JOB	DESCR	PTION	·	
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JUSTIFICATION FOR € On Call □ Plan ON-CALL for 11/10/18 - The MS, Binks Forest ES, Sant Boynton Beach HS, Dreyto	ned Project ne following sch aluces HS, Pal	☐ Emerge	ncy Sisched	iuling/is:	sues - 1	1/10 Christa I	VcAuliff Vellingte	ie MS., JEK MS, Rooseve on HS, Spanish River HS
DATE(S) AND TIME OF	1		····		T		TOTAL	AREA WHERE WORK IS
EMPLOYEE NAME		YORK AREA	DAT		<u> </u>	OFDAY	Houra	PERFORMED
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# Facilities Services Overtime Authorization Request

REQUESTER		······································	TE	AM / AREA				DATE OF REQUEST	
Frank Arancibia	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~	Utilities/9450 11/19/18							
Maintenance & Plant Ope	rations (page	l of 5)							
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Spanish River HS, Boyaton	Bench HS, I	reyfoos SOA	: (se	e pages 2.	3.4&	S for addition	Jupiter	HS, Wellington HS,	
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# **Facilities Services Overtime**

REQUESTER			TEA	M/AREA		<del></del>		DATE OF REQUEST
Douglas Bock			ounds	PARA		(AIA-A	11/15/2018	
SCHOOL CENTER OR FACILITY								
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EMPLOYEE NAME	REGULAR	WORK AREA	L	TE(S)	TIM	E OF DAY	HOURS	PERFORMED
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SIGNATURE OF FACILITIES CO.	ORDINATOR	11/19/ DATE	B	SIGNÁTU	RE OF GE	NERAL MANAGER		11/19/1- DATE
OFFICE USE ONLY		JOURNEYM	AN	TECHNI	CIAN	SUPERVIS	OR	TOTAL NUMBER
Number of Employees	}	1	**.**	<del></del>				Tanana Maria
Estimated Total Numb	er Hours	1.25					=	**************************************
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# Facilities Services Overtime Authorization Request

REQUESTER		····	Ti	AM / AREA				DATE OF REQUEST
Douglas Book SCHOOL CENTER OR FACILITY			<u>c</u>	Frounds	`			11/15/2018
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4 .			11/1	15/2018	and the same of th		0.25	
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OFFICE USE ONLY		JOURNIYM	an	TUCHNI	CIANI	SUPERVIS	719	WATER I BIS BANKS
Number of Employees		1	<u></u>	MAINT	er it and	30F DIVERS	=	TOTAL NUMBER
Estimated Total Number	· Hours	1,25		<del>*</del>			_	
ACTUAL TOTAL HOUF	ts					*	_	
ob Completed 🏻 Yes Remarks	₃ □ No		<u>———, , , </u>	* ***	<del></del>	l	J	
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PBSD 1970 (Rev. 03/16/2010)

## THE SCHOOL DISTRICT OF PALM BEACH COUNTY

# **Facilities Services Overtime**

Authorization Request

Complete this form and submit to Facility Coordinator for approval. After Team Leader's approval forward to General Manager of Facilities Services.

REQUESTER				AM / AREA				DATE OF REQUEST
Gregory Hammond		M&PO West Area						11/15/2018
West Tech								
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Work order No.			- Million	JOB	DESCRI	PTION		
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DATE(S) AND TIME OF D	ነልሃ ድርድ ሂ	VORK PERF		MANCE				
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EMPLOYEE NAME	REGULAR	WORK AREA	D/	ate(s)	TIME	OF DAY	HOURS	AREA WHERE WORK IS PERFORMED
Gregory Hammond	Glades W	/est Shop	11/	17/2018	6.0	0-4:30pm	10	West Tech
Ventura Romero	Glades V	/est Shop	11/1	17/2018	Printed Statement of the	0-4:30pm	10	West Tech
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SIGNATURE OF FACILITIES COORDIN	ATOR	DATE		SIGNATUF	re of ben	VERAL MANAGER		DATE
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ob Completed ☐ Yes			<u></u>		<u>.</u>			
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ORIGINAL - Facilities Coordinator, forward to General Manager



# THE SCHOOL DISTRICT OF PALM BEACH COUNTY FACILITIES Services Overtime

Gregory Hammond				ëmitarea M&PO W		**************************************		DATE OF REQUEST
JIYUUL CENTER OR FACILITY		<del></del>	!	11/15/2018				
West tech				I.				
YORK ORDER NO.			- 111	BOL	DESCR	PTION		
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Gregory Hammond		West Shop			***********		TOTAL HOURS	PERFORMED .
Ventura Romero		West Shop		17/2018 17/2018		n - 4:30 p,m n - 4:30 p,m		West Tooh
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mbor of Employees		1		į.	-14 (1) 4	HAI HISING	, p	TOTAL NUMBER 2
imated Total Number H	ours	10	·	10			===	20
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# **Facilities Services Overtime**

REQUESTER			TEAM/ AREA				DATE OF REQUEST
Andrew Mann			Grounds	40-41.JV.II.L.	11/16/2018		
SCHOOL CENTER OR FACILITY							
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DATE(S) AND TIME OF			***************************************	***************************************	and the second s	TOTAL	AREA WHERE WORK IS
EMPLOYEE NAME		VORK AREA	DATE(S)	TIME	DF DAY	HOURS	PERFORMED
Andrew Mann	Grou	ınds	11/12/2018			,25	Cardon and the state of the sta
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Number of Employees		1			74741.	#	Production of the state of the
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# THE SCHOOL DISTRICT OF PALM BEACH COUNTY Facilities Services Overtime

REQUESTER			TEAM / AF	REA		7-11-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-	DATE OF REQUEST
Andrew Mann school center on Pacility	*********		Ground	18			11/16/2018
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DATE(S) AND TIME OF	DAY FOR V	VORK PERI	FORMANC	E	1		
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			, <b>.</b> .	en de la companya de	4	<b>~</b> `````}	
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OFFICE USE ONLY	_			/	***************************************		
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Number of Employees		<u>l</u>					
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PBSD 1970 (Rev. 03/15/2010)

## THE SCHOOL DISTRICT OF PALM BEACH COUNTY

# **Facilities Services Overtime**

Authorization Request

Complete this form and submit to Facility Coordinator for approval. After Team Leader's approval forward to General Manager of Facilities Services.

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ORIGINAL - Facilities Coordinator, forward to General Manager



# **Facilities Services Overtime**

REQUESTER	,	· · · · · · · · · · · · · · · · · · ·	TEAN	IJARĖA				DATE OF REQUEST
Virgilio Ortiz	rtiz		Gro		11/16/2018			
BOHOOL CENTER OR FACILITY		- Marian						, , , , , , , , , , , , , , , , , , , ,
						( · pr yr par · i · i · j · j · j · j · i · i · i · i	to a leaf at a second at a	
WORK ORDER NO.		,			DESCRI	PTION		
Unknown No v	work order w	ith timo poste	ed that s	hows ov	erage	**********		
		- Hiteria						
		, , , , , , , , , , , , ,						77.00 - 12.00
		****						
					. ,,			
JUSTIFICATION FOR O	ed Project	☐ Emerge	ncy	aear on	e ano (	explain)		1
DATE(S) AND TIME OF I	Ţ	VORK PERI	1	NCE E(8)	TIME	OF DAY	TOTAL HOURS	AREA WHERE WORK IS
Virgilio Ortiz		unds	11/16/2018				*****	PERFORMED
Virginio CAMZ	(710	drids	7.1/10	72018			0.5	
	*					The second second		
		,	1		The state of the s		·	1 y veg (vol. \$1/2 sp-1 ser paying red teamuraps
APPROVED IN	OT APPRO	3/4//3	7	Signated	فللتعاملين والمستعدد	ED NO		PROVED 3/4/19
OFFICE USE ONLY		JOURNEYM	IAN	TECHNI	ČIANI	SUPERVIS	00	TOTAL NUMBER
Number of Employees		1		144/1141	VIJII4	301.77.413	<u>-</u>	TOTAL NOWHER
Eştimated Total Number	Hours	0,5	T 54 57 57 51 51 51 51 51 51 51 51 51 51 51 51 51	,				4
ACTUAL TOTAL HOUR	S				**************************************			
Job Completed ☐ Yes Remarks	□ No				<del>₩                                    </del>			
PBSD 1970 (Rev. 03/16/2010)	ORIGIA	AL - Facilities	Coordin	ilor, larwa	ard to G	meral Manage	· · · · · · · · · · · · · · · · · · ·	,



# **Facilities Services Overtime**

REQUESTER		TE	AMIAREA				OATE OF REQUEST
Vincent Peterkin			11/14/2018				
SCHOOL CENTER OR FACILITY							
WORK ORDER NO.							
	work order with time po	sted th		DESCRI			**************************************
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700 (1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			·				TOTAL TOTAL AND
		<del></del>		***************************************	/ <del></del>		() with the control of the control o
USTIFICATION FOR C	the Call Control of the Ca				**************************************		
— Official Confidence	ned Project	ency	Marie III	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			
PATE(S) AND TIME OF EMPLOYEE NAME	DAY FOR WORK PER	7	MANCE ATE(S)	Ters	OFRIV	TOTAL	AREA WHERE WORK IS
PRETTY-VIEW INC. MARKET AND	Grounds		16/2018	INME	OF DAY	HOURS	PERFORMED
VINCOTE FEET ATT	Grounds	11/	10/2018	<del></del> -	771111	.5	White the state of
Negativernitais	41971 1, 15	+		<del></del>	**************************************	_	
	T. T. Wang &			Market Ballyania Ban			
APPROVED IN	IOT APPROVED		DAP	PROVI	ED 🗆 NO	Τ ΔΡΡΙ	ROVED
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Da 20	11/15	1 12	-}	Mary Mary Control			
SIGNATURE OF FACILITIES COPING	NATOR DATE	<u>/</u> [	SIGNATUI	RE OF GE	NERAL MANAGER	<del></del>	DAFE
				September 1			
FFICE USE ONLY	JOURNEY	MAN	TECHNICIAN SUPERVISO			OR	TOTAL NUMBER
lumber of Employees	1			, , , . <del></del>		-=	117/100/11/2
stimated Total Number	Hours .5	.5		· · · · · · · · · · · · · · · · · · ·		=	10 Marie 10
CTUAL TOTAL HOUR	S					tori	
ob Completed	□ No	<del></del>	o				1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -
PER	y yes - 1969-766-reason and application of the second of t				The state of the s		



# **Facilities Services Overtime**

REQUESTER	<del></del>		10	MARGA		<del>-</del> 4/	· · · · · · · · · · · · · · · · · · ·	DATE OF REQUEST
Vincent Peterking		-n- · · · · · · · · · · · · · · · · · ·		Frounds				11/14/2018
SOUDDE CENTER OR LACTELLY								,
WORK ORDER NO.				JAH	neene	IPTION		
	work order w	ith time poste	ed tha			IF TION		**************************************
	<del></del>		-,					
					<del></del>	#*\#**********************************		
		in mount a parent.						
JUSTIFICATION FOR ( On Call Plar				(check on	e and	expfain)		
DATE(S) AND TIME OF			ļ	<del></del>		the stant do a re	TOTAL	AREA WHERE WORK IS
EMPLOYEE NAME				DATE(S) 11/16/2018		e of day	TOTAL HOURS	PERFORMED
Vincent Peterkin	Gro	unds	11/	16/2018			0.5	·
					·			
Viii de la constante de la con		77.5					1-0	
ZAPPROVED D	OSPPRO	VED		☐ AP	PROV	ED NO	T APP	ROVED
รูปสมสาราสุธราชาวาราการ	OINAYOR	3/4/x	2	BIQUÁTU	HE OF THE	NEKAL MANAGER	•••••	3/4/19 DATE/
OFFICE USE ONLY	·	JOURNEYM	AN	TECHNI	CIAN	SUPERVISO	R	TOTAL NUMBER
Number of Employees		1 .		•	. , , ,		=	
Estimated Total Numbe	r Houra	0.5		******		· <del>************************************</del>	=	
ACTUAL TOTAL HOU	₹\$			Y	· • • • • • • • • • • • • • • • • • • •		=	
ob Completed	s □ No							4
BSD 1970 (Rev. 03/15/2010)	MOIRO	IAL - Facilities	Coord	nator, forwa	ırd to Gi	eneral Manager		



# **Facilities Services Overtime**

REQUESTER			TEAM / AREA				DATE OF REQUEST
Derrick Reeves			Zone 11			11/15/2018	
SCHOOL CENTER OR FACILITY Frontier Elem	Y				······································		
Frontion Library		·					
WORK ORDER NO.			JOB	DESCRIP	TION		
1957291	Clean air handle	or #8					
					L-12.		
		·				<u> </u>	
A MERITA AND A MARKET PROPERTY AND A STATE OF THE ADMINISTRATION AND A STA		***************************************	····				
	, , , , , , , , , , , , , , , , , , , ,			<del></del>			
☐ On Call ☐ P	lanned Project	☐ Emerge	ncy		//t, ,		
DATE(S) AND TIME				I	,		AREA WHERE WORK IS
EMPLOYEE NAME		WORK AREA	DATE(S)	TIME	OF DAY	TOTAL HOURS	PERFORMED
Derrick Reeves		ne 11	11/15/2018		0-4:30	2	Zone 11
Keith Robertson	HV	'AC	11/15/2018	2:45-4:45		2	HVAC
						_	
SIGNATURE OF FACILITIES CO		VED	78	PROVE	D U N	OT APP	ROVED
OFFICE USE ONLY		JOURNEYM	AN TECHNI	CIAN	SUPERVIS	or	TOTAL NUMBER
Number of Employee	9	!	2			=	
Estimated Total Num	ber Hours		2				- nogen-contention
ACTUAL TOTAL HO	URS				<del></del>		
ob Completed • \ Remarks	Yes [] No			. 1		J	
	· · · · · · · · · · · · · · · · · · ·	***************************************					



# **Facilities Services Overtime**

REQUESTER  DEDDICK OFFICE		TEAM/AREA						
DERRICK REEVES SCHOOL CENTER OR PAOILITY	·	ZONE 11 11/15/18						
FRONTIER	4							
WORK ORDER NO.		AOL	DESCRIPTION	w ·	***************************************			
1957291 · CLEAN AIR H/	NDLER#8			· · · · · · · · · · · · · · · · · · ·		V-1444		
						12 Lb. at 1/4.		
THE PARTY OF THE P								
		····	THE RESIDENCE INC.		,	<del></del>		
			***************************************					
JUSTIFICATION FOR OVERTIME  On Call Planned Project	PERFORMAN	ICE (check on	e and expla	ln)		,		
DATE(S) AND TIME OF DAY FOR  EMPLOYEE NAME REGULAR	WORK PERF	ORMANCE DATE(S)	TIME OF S	TOT.	AL T	REA WHERE WORK IS		
	NE 11	11/15/18	TIMEOFI	Hou	RS	PERFORMED		
The state of the s	VAC	11/15/18	2:30-4 2:45-4			ZONE 11 HVAC		
		- 11111	21-10	.10 4	+	, HAWO		
, and the state of					·			
SIGNATURE OF PACILITIES COORDINATOR	DATE		PROVED	NOT AI	PPRC	S/4/19		
OFFICE USE ONLY	10URNINYMA	N TECHNI	CIAINE E	JPERVISOR		TOWN I Bellinson		
Number of Employees		1,12,111		2	╽ <sub>┱</sub> ┝	TOTAL NUMBER		
Estimated Total Number Hours				4		Y		
ACTUAL TOTAL HOURS				4		J		
lob Completed ⊠Yes ☐ No Remarks			I garann	anne de la company de la compa	I Ł	- Market		
289D 1976 /Day 1994 6994 B)		,						



# **Facilities Services Overtime**

JUSTIFICATION FOR OVERT On Call Planned Pr  DATE(S) AND TIME OF DAY  EMPLOYEE NAME REC  Keith Robertson	oject 🗀 Emerge	the FCU per Dan  e FCU per Dan  NCE (check on	DESCRIPTION lan & Stacey & Stacey		11/10/2018
WORK ORDER NO.  1965776 Bldg. 700 Bl	Room 703 replace the replace t	the FCU per Dan  e FCU per Dan  NCE (check on	an & Stacey & Stacey		
JUSTIFICATION FOR OVERT On Call Planned Pr  DATE(S) AND TIME OF DAY  EMPLOYEE NAME REG  Keith Robertson	Room 703 replace the replace t	the FCU per Dan  e FCU per Dan  NCE (check on	an & Stacey & Stacey		
JUSTIFICATION FOR OVERT On Call Planned Pr  DATE(S) AND TIME OF DAY  EMPLOYEE NAME REG  Keith Robertson	Room 703 replace the replace t	the FCU per Dan  e FCU per Dan  NCE (check on	an & Stacey & Stacey		
JUSTIFICATION FOR OVERT On Call Planned Pr  DATE(S) AND TIME OF DAY  EMPLOYEE NAME REC  Keith Robertson	Room 703 replace the replace t	NCE (check on	& Stacey		
JUSTIFICATION FOR OVERT  On Call Planned Pr  DATE(S) AND TIME OF DAY  EMPLOYEE NAME REC  Keith Robertson	TIME PERFORMA	NCE (check on			
DATE(S) AND TIME OF DAY  EMPLOYEE NAME REG  Keith Robertson	oject 🗀 Emerge	ency	e and explain)		
DATE(S) AND TIME OF DAY  EMPLOYEE NAME REG  Keith Robertson	oject 🗀 Emerge	ency	e and explain)		
DATE(S) AND TIME OF DAY  EMPLOYEE NAME REG  Keith Robertson	oject 🗀 Emerge	ency	e and explain)		
DATE(S) AND TIME OF DAY  EMPLOYEE NAME REG  Keith Robertson	oject 🗀 Emerge	ency	e and explain)	Add Add and a second	
EMPLOYEE NAME REG	FOR WORK PER	ECOMANCE.			
	ULAR WORK AREA	DATE(\$)	TIME OF DAY	TOTAL	AREA WHERE WORK IS
	Summit Shop	11/10/2018	5:00 - 3:30 pm	HOURS	PERFORMED Jupiter Farms Elem
APPROVED - NOTA	warm onep	1111014010	0.00 - 0.00 pm		ouples raillis cieili
APPROVED   NOT A	,			- <del></del>	
APPROVED - NOT A	A		A STATE OF THE PARTY OF THE PAR	10 000000	
SIGNATURE OF FACILITIES COORDINATOR	PPROVED  (i) / [4]	118	PROVED ON		ROVED
OFFICE USE ONLY	JOURNEYN	IAN TECHNI	CIAN SUPERVIS	OR I	TOTAL NUMBER
Number of Employees		1	201214		
Estimated Total Number Hours	3	10			NAME OF THE PROPERTY OF THE PR
ACTUAL TOTAL HOURS	The Vernitarian India.		1/4.1.1	=	
Job Completed  Yes  Remarks  nstall the OAD damper, run condunew FCU, Install new chill water lin				ation due	ot work to the existing and



# **Facilities Services Overtime**

REQUESTER		***************************************		TEAM / AREA				B
Keith Roberston				HVAC ZO	NE 4			DATE OF REQUEST 11/10/18
SCHOOL CENTER OR FACILITY  Jupiter Farms Blemente	ťv							11/10/10
	<u></u>				<del></del>			(
WORK ORDER NO.				JOB	DESCR	IPTION		
1965776 B	ldg 700 rooms	712 replace t	he F	CU per Dar	and S	nccy		
1903/73	dg 700 rooms	703 replace ti	io PC	U per Dan	and St	acey,		
			····	75			· · · · · · · · · · · · · · · · · · ·	1
						-4516-1	<del>-</del> ,	
							·-	
JUSTIPICATION FOR On Call Plan	OVERTIME F nned Project	PERFORMA	NCE ency	(check or	to and	explain)		
DATE(S) AND TIME O	**************************************		FOR	MANCE				
	EMPLOYEE NAME REGULAR		C	ATE(S)	TIME OF DAY		TOTAL HOURS	AREA WHERE WORK IS PERFORMED
Kelth Robertson	Keith Robertson Summ		11/	/10/2018	5:00	am - 3:30pm	10	Jupiter Ferms Elm
					,			
VIV.		····						
		,	···	<del></del>			L	
APPROVED 🗆	NOT APPRO	VED		AP	PROV	ED 🗆 NO	Т АРР	ROVED
SIGNATURE OF FACT THES COOK	DINATOR	UATE VAL	9	SIGNATU	RE OF GE	WERAL MANAGER	· · ·	Sally DATE
OFFICE USE ONLY		JOURNEYM	ΔN	TECHNI	Class	#41rpm 44.4	**************************************	
Number of Employees	<del></del>	***************************************	- Table	1	CIAN	SUPERVISOR		TOTAL NUMBER
Estimated Total Numbe	r Hours		······································	10	·			
ACTUAL TOTAL HOU	રક					. , , ,		10
lob Completed 💽 Ye Remarks	s 🗀 No		··· · · · · · · · · · · · · · · · · ·			- ( <del>Vig</del>		<u> </u>
nstalled the OAD damper, he existing and new FCU, BSD 1970 (Rev. 03/16/2010)	matan new on	III water lines	, inst	alled water	valves	, installed all	sensors	fabricated duct-work to RH and CO2 sensor.
DOM TOTAL (MOV. DOM DIZOTO)	ORIGIN	AL - Facilities (	JOOR	inator, forwa	rd to Ge	eneral Manager	•	



# **Facilities Services Overtime**

REQUESTER			TE	AM / AREA	<del>,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,</del>	aroun	·	DATE OF REQUEST
Thanh Truong SCHOOL CENTER OR FACILITY		***************************************	c	entral				11/14/2018
Jupiter Farms Elem								
The state of the s	***************************************					· ····································		
WORK ORDER NO.	<del></del>				DESCR	IPTION		
		tall FCU per						
1965776 Room	1712 to insta	all FCU per D	an & S	Stacey				
Only	installed the	e CO2, Tem						
WIND THE PROPERTY OF THE PROPE	verrenum tiet i			<del></del>				
					·····	THE STATE OF THE S	T-PREMIUM.	
	**************************************							
JUSTIFICATION FOR OV On Call Planne 11-10-18 arrived, install OAD duct work, to match, install of	ed Project damoer act	Emerge	ency nain ar	ad control	e condu	ilte electrical i	boxes, li -upload	nstall FCU, fabricated new software, started up - ok
DATE(S) AND TIME OF D	1	VORK PERI	<del>                                     </del>		(A-833-11-		TOTAL.	AREA WHERE WORK IS
			DATE(S)		TIME OF DAY		HOURS	PERFORMED
Thanh Troung	·	ntral	11/10/2018		5:15am - 4:30pm		10.75	Zone 9
Andrew Will		ntral		11/10/2018		m - 4:30pm	10	Zone 9
Keith Robertson		······································		11/10/2018		1 - 4:30pm	10	Zone 9
Kenneth Hughes		e 11	1 1/1	0/2018	0am	ı - 4:30pm	10	<i>Z</i> one 9
APPROVED ON NO	OT APPRO	VED  N/ S/		,	PROV	ED NO	T APP	ROVED  11/15/18  DATE
OFFICE USE ONLY		JOURNEYM	A 64	TECUÁN	CIANI			
Number of Employees		4	M	TECHNI	CIAIN	SUPERVISO	<u>'</u> K	TOTAL NUMBER
Estimated Total Number F	lours	40.75						1787781
ACTUAL TOTAL HOURS			-	**************************************	Elettifus ing Las pagagy <u>al</u> l c	-M. (1), 12	_	
ACTUAL TOTAL HOURS			——————————————————————————————————————			L <del>u</del>		



# THE SCHOOL DISTRICT OF PALM BEACH COUNTY Facilities Services Overtime

REQUESTER					AMIARBA		,			CATE OF REQUEST			
THANH TRUONG	HTRUONG						CENTRAL .						
BOHOOL CENTER OR PAOLIT			,	***		<del></del>	- <u></u>			11-14-20	18		
JUPITER PARMS E	Ļ			all) is projekty.			<del>,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,</del>			· <del></del>			
WORK ORDER NO.			,		TOR	DESCRI	PTION						
1965775	ROOM	M 703 TO I	ISTALL PC	U PE				····	<del>~~~</del>	······································			
									****	, , , , , , , , , , , , , , , , , , ,			
1963776		vi 712 to id							<del>d &amp; p </del>	· · · · · · · · · · · · · · · · · · ·			
	ONLY	/ INSTALL	ED THE CO	2, TE	I CIKA 9IN	KH SEN	SORS AND	PREW	IRE .				
	TT-0.451-7-		·	···									
		Francisco de la compansión de la compans			· · · · · · · · · · · · · · · · · · ·		dru /						
JUSTIFICATION FO	R OV	ertime pi	ERFORMAI	NCE	<i>lahaek</i> on	a pna a	walatal			- · · · · - · · · · · · · · · · · · · ·	-		
On Call F						a title &	v husin A		_				
11-10-2018 ARRIVED		-	-		ልሚያነቱ ፕእ	የመተለተ ተ	SALIMI ANIIS	CONTRACT	יי אד ת	MICH PALE WAR			
ELEC BOXES, INSTA	LLL R	CU. FABRI	CATED MEN	<u> </u>	<u>ርግት የሀረጓው</u> የግት የሀረጓው	ሺ <u>ሕ</u> ህ ንግ	ለነው የፈላነነል የአምሮኒ፣ ነላው	TYIUU TXXII	TELT ( Y	CONDUITS,	rrs c		
WATER VALVE, INS	TALF	ID SENSOR	- RELAND (	02.8	ENSOR I	(DLOA)	TETY CORTING	ADD	-1111111111111111111111111111111111111	WATERLIN	E8.		
		22.10.01	7	24 12 (D)		I DOM	THE BOLL IN	ZILINIA, 1	ን ፍለጉደሌ,	IND OF TOK			
date(s) and time	of D	AY FOR W	ORK PER	ORN	MANCE				-				
EMPLOYEE NAME		REGULAR WORK AREA			ATE(S)	TIME	OF DAY	TOTAL ROURS	ARE	A WHERE WOL	RK IS		
THANH TRUON		CENT	<del></del>		11-10-2018		515AM-430PM			PERFORMED			
ANDREW WILL		CENT			10-2018		600AM-430PM			ZONE 9	<del>,</del>		
KEITH ROBERTSO		ZON			10-2018		600AM-430PM					ZONE)	
KENNETH HUOH		ZON		****	10-2018 600AM-430PM				<del></del>	ZONE9			
· · · · · · · · · · · · · · · · · · ·		**************************************	<del></del>	~	1:			10	<u> </u>		·		
APPROVED [	א רב	T APPROV	/ED		La Ap	PROV	ed 🗆 No	T APP	ROV	<b>ED</b>			
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					ر ا	-7	$\aleph$			2/11	100		
SIGNATURE OF FACILITIES O	กดสถเม	ATOR :	DATE		Saurin	50 00 00	VERAL MANAGER		· .	2/1/	LZ.		
The state of the state of			P4 141x	(	1 110,000	(Curner	ections which work			Differ 1	/		
DIFFICE USE ONLY								<del></del>			****		
Number of Employe			JOURNEYM	IAN	TECHNI	CIAN	SUPERVISO			TOTAL NUMBER	<u>a</u>		
<u></u>			4	·····					' <b> </b> -	4			
Estimated Total Nun			40.75	<u> </u>			·	E	ــــا ا	40.75			
ACTUAL TOTAL HO	OURS	4			ļ			=					
Job Completed 🔲 Remarks	Yes	₽ No					•				<b>Papalia</b>		
COMPLETED FOR R	OOM	203.AMD FO	DR ROOM.	12, Y	VE START	EDRL	inninci sen	4SORS	AND	PREWIRE -			
288D 1870 (Rev. 03/16/2	ሰተው	UDICIE	Al - Facilities	Слого	Haladan Kanas	ned by Ca	nagal Masses						