

African Centre for Meteorological Applications for Development (ACMAD)

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Niamey Niger

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Project Name: ACMAD/SAWIDRA

Manager Name: Mr Leon Guy RAZAFINDRAKOTO

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week number 8

week ending on 31st Dec, 2017

Weekly timesheet

day	Date	Task	normal hours	overtime hours	Total
Monday	25th Dec, 2017	Christmas Holiday	8		8
Tuesday	26th Dec, 2017	selection for the expression of interest (logo and website) checked specification for IT suppliers	8		8
Wednesday	27th Dec, 2017	Administration of IT systems, troubleshooting of HP proliant ML350 Gen 9 recieved	8		8
Thursday	28th Dec, 2017	moitoring of IT Infrastructure, monitoring windows 10 installation on HP proliant ML350 Gen 9	8		8
Friday	29th Dec, 2017	monitoring of running scripts and backup of FTP server	8		8
Saturday	30th Dec, 2017				
Sunday	31st Dec, 2017				
Total hours			40		40



Signature of employee

29th Dec, 2017

Date

Signature of supervisor

Date