* On 9th May, Tommy was out of office on annual leave.
* Tommy attended the College of Science Academic Board on 8th May.
* Not all of Tommy’s hours were accounted for.

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| --- | --- |
| **Category** | **Time spent in hours** |
| Office times | 2.25 |
| GOATing | 2 |
| Committee meetings | 2 |
| Union meetings | 2 |
| Annual Leave | 15 |
| Unaccounted hours | 13.75 |
| **Total number of accounted hours** | **23.25** |