

THE UNIVERSITY OF BRITISH COLUMBIA INTERDEPARTMENTAL MEMORANDUM

TO Lynn Rosen, Head Recon Unit

FROM K. Cheema IAII Recon Unit

DATE December 1, 1981

PHONE

On Tuesday, Nov. 24, 1981, I arrived to work one half hour late. I notified Elaine Thorson at 7:45 a.m. that I would be late, that I was leaving home in five minutes, and that I was not sure exactly how long I was going to be because my kids had to be taken to the babysitter and traffic was heavier this time of day. Elaine informed me she would place a note on your desk notifying you of the situation. Shortly after you arrived to work you approached me regarding make up time. I asked if it would be possible to come in for half and hour on Friday (my regular day off). I explained it would be difficult to make up the time any other day because of my kids but if I could I would try. You agreed that this arrangement was acceptable to you. On Wednesday Nov. 25, 1981 I arrived to work 10 minutes late. I informed you when you arrived to work and suggested I make up this time on Friday as well. You agreed that this was acceptable. On Friday, November 27, 1981 I arrived to work at 9:25 a.m. and left work at 10:05 am. This made up the required time.

cc. E de Bruin
A. Turner
AUCE Local 1

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DEC - 21981
A. U. C. E.