

AUTHORIZATION FOR GROUP TIMEKEEPER

REF TD 3211

NAME(Print or type)	CODE(s) RESPONSIBLE FOR	PERN NUMBER
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DATE ISSUED	DATE EXPIRES	CODE	BLDG	ROOM	PHONE	
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THE ABOVE NAMED PERSON IS HEREBY AUTHORIZED FOR:

- DESIGNATED GROUP TIMEKEEPER
- ALTERNATE GROUP TIMEKEEPER
- REPLACE THE AUTHORIZATION PREVIOUSLY SUBMITTED FOR _____
- CANCEL THE AUTHORIZATION ON FILE FOR THE PERSON NAMED ABOVE

SIGNATURE (authorizing official)	NAME and TITLE	DATE
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