

Sequatchie County Schools

Personnel Activity Report

(PAR)

Percentage of Time Worked by Activity

Month	Year	General Purpose	Consolidated Administration	Total % of Time Worked

The signature(s) below certifies this employee performed activities reflected in the attached log as distributed in the above percentages during the month specified.

Signature of Employee

Date

Position Title

Location

Signature of Supervisor

Date

Signature of Supervisor

Date

This certification is in support of the Time Reporting requirements of OMB Circular A-87 (Attachment B, (h)(4) which states: Where employees work on multiple activities or cost objectives, a distribution of the salaries or wages will be supported by personnel activity reports...