| DAS Construction Services Daily Out-of-Office Log |
| --- |
| | Date: |  | | Completed By: |  | | --- | --- | --- | --- | --- | | Unit:(check one) |  | ODC (Office of Design & Construction) - Teams | | | | |  | ODC - Process Management & Technical Services | | | | |  | OSCG (Office of School Construction Grants) | | | | |  | OEDM (Office of Education and Data Management) | | | | |  | OSBI (Office of State Building Inspector) | | | | |  | OSFM (Office of State Fire Marshal) | | | | |  | Legal Unit | | | | |  | Senior Management | | | | |

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| Name | Type of Leave | **Duration** | | | | | |
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