

DEPARTMENT OF HUMAN RESOURCES  
**ALTERNATE WORK SCHEDULE CALENDAR**

**2024 MONTHLY CALENDAR**

EMPLOYEE NAME (LAST, FIRST MI)			POSITION NUMBER	WWG	CBID
AWWS TYPE 9/8/80	SCHEDULED DAY OFF FRIDAY B	WORK WEEK BEGINS FRIDAY MIDDAY*	OFFICE NAME		

**JANUARY** 22 Days/176 Hours

S	M	Tu	W	Th	F	S
	1 LR1 HOL 8	2	3	4	5 4/4*	6
7	8	9	10	11	12	13
14	15 LR1 HOL 8	16	17	18	19 4/4*	20
21	22	23	24	25	26	27
28	29	30				

Hours Scheduled: LR EX HC  
 178 -2 +2 0

**FEBRUARY** 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			31	1	2 4/4*	3
4	5	6	7	8	9	10
11	12	13	14	15	16 4/4*	17
18	19 LR1 HOL 8	20	21	22	23	24
25	26	27	28	29		

Hours Scheduled: LR EX HC  
 178 -1 +2 0

**MARCH** 21 Days/168 Hours

S	M	Tu	W	Th	F	S
					1 4/4*	2
3	4	5	6	7	8	9
10	11	12	13	14	15 4/4*	16
17	18	19	20	21	22	23
24	25	26	27	28	29 4/4*	30
31						

Hours Scheduled: LR EX HC  
 168 0 0 0

**APRIL** 22 Days/176 Hours

S	M	Tu	W	Th	F	S
	1 LR1 HOL 8	2	3	4	5	6
7	8	9	10	11	12 4/4*	13
14	15	16	17	18	19	20
21	22	23	24	25	26 4/4*	27
28	29	30				

Hours Scheduled: LR EX HC  
 178 -1 +2 0

**MAY** 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10 4/4*	11
12	13	14	15	16	17	18
19	20	21	22	23	24 4/4*	25
26	27 LR1 HOL 8	28	29	30		

Hours Scheduled: LR EX HC  
 178 -1 +2 0

**JUNE** 21 Days/168 Hours

S	M	Tu	W	Th	F	S
					31	1
2	3	4	5	6	7 4/4*	8
9	10	11	12	13	14	15
16	17	18	19	20	21 4/4*	22
23	24	25	26	27	28	29
30						

Hours Scheduled: LR EX HC  
 160 -8 0 0

**JULY** 22 Days/176 Hours

S	M	Tu	W	Th	F	S
	1	2	3	4 LR1 HOL 8	5 4/4*	6
7	8	9	10	11	12	13
14	15	16	17	18	19 4/4*	20
21	22	23	24	25	26	27
28	29	30				

Hours Scheduled: LR EX HC  
 178 -1 +2 0

**AUGUST** 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			31	1	2 4/4*	3
4	5	6	7	8	9	10
11	12	13	14	15	16 4/4*	17
18	19	20	21	22	23	24
25	26	27	28	29		

Hours Scheduled: LR EX HC  
 178 0 +2 0

**SEPTEMBER** 22 Days/176 Hours

S	M	Tu	W	Th	F	S
					30 4/4*	31
1	2 LR1 HOL 8	3	4	5	6	7
8	9	10	11	12	13 4/4*	14
15	16	17	18	19	20	21
22	23	24	25	26	27 4/4*	28
29	30					

Hours Scheduled: LR EX HC  
 177 -1 +1 0

**OCTOBER** 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11 4/4*	12
13	14	15	16	17	18	19
20	21	22	23	24	25 4/4*	26
27	28	29	30			

Hours Scheduled: LR EX HC  
 178 0 +2 0

**NOVEMBER** 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				31	1	2
3	4	5	6	7	8 4/4*	9
10	11 LR1 HOL 8	12	13	14	15	16
17	18	19	20	21	22 4/4*	23
24	25	26	27	28 LR1 HOL 8	29 HC 8	30

Hours Scheduled: LR EX HC  
 169 -9 0 8

**DECEMBER** 22 Days/176 Hours

S	M	Tu	W	Th	F	S
1	2	3	4	5	6 4/4*	7
8	9	10	11	12	13	14
15	16	17	18	19	20 4/4*	21
22	23	24	25 LR1 HOL 8	26	27	28
29	30	31				

Hours Scheduled: LR EX HC  
 178 -1 +2 0

EMPLOYEE SIGNATURE	DATE
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LEGEND LR = LEAVE REQUIRED FOR PAY PERIOD DEFICIT AND/OR ON A HOLIDAY EX = EXCESS HOURS EARNED HC = HOLIDAY CREDIT EARNED