

DEPARTMENT OF HUMAN RESOURCES
ALTERNATE WORK SCHEDULE CALENDAR

2020 MONTHLY CALENDAR

EMPLOYEE NAME (LAST, FIRST MI)		POSITION NUMBER	WWG	CBID
AWWS TYPE 4/10/40	SCHEDULED DAY OFF FRIDAY	WORK WEEK BEGINS	OFFICE NAME	

JANUARY 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			1 LR2 HOL 8	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20 LR2 HOL 8	21	22	23	24	25
26	27	28	29	30		

Hours Scheduled: 180 LR -4 EX +4 HC 0

FEBRUARY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
					31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17 LR2 HOL 8	18	19	20	21	22
23	24	25	26	27	28	29

Hours Scheduled: 160 LR -10 EX 0 HC 0

MARCH 22 Days/176 Hours

S	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31 LR2 HOL 8				

Hours Scheduled: 180 LR -2 EX +4 HC 0

APRIL 22 Days/176 Hours

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

Hours Scheduled: 180 LR 0 EX +4 HC 0

MAY 21 Days/168 Hours

S	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25 LR2 HOL 8	26	27	28	29	30
31						

Hours Scheduled: 160 LR -10 EX 0 HC 0

JUNE 22 Days/176 Hours

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

Hours Scheduled: 180 LR 0 EX +4 HC 0

JULY 22 Days/176 Hours

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

Hours Scheduled: 180 LR 0 EX +4 HC +8

AUGUST 22 Days/176 Hours

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

Hours Scheduled: 170 LR -6 EX 0 HC 0

SEPTEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7 LR2 HOL 8	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	10		

Hours Scheduled: 180 LR -2 EX +4 HC 0

OCTOBER 22 Days/176 Hours

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

Hours Scheduled: 170 LR -6 EX 0 HC 0

NOVEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11 LR2 HOL 8	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26 LR2 HOL 8	27 HC 8	28
29	30	1				

Hours Scheduled: 180 LR -4 EX +4 HC +8

DECEMBER 22 Days/176 Hours

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

Hours Scheduled: 180 LR 0 EX +4 HC +8

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