DEPARTMENT OF HUMAN RESOURCES

ALTERNATE WORK SCHEDULE CALENDAR

2021 MONTHLY CALENDAR

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

JANUARY — 21 Days/168 Hours

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

Hours Scheduled:	LR	EX	HC
160	-10	0	+8

FEBRUARY — 21 Days/168 Hours

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

Hours Scheduled:	LR	EX	HC
170	-2	+2	0

MARCH — 22 Days/176 Hours

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

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

APRIL — 22 Days/176 Hours

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

Hours Scheduled:	LR	EX	HC
170	-6	0	0

MAY — 21 Days/168 Hours

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

Hours Scheduled:	LR	EX	HC
170	-2	+2	0

JUNE — 22 Days/176 Hours

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

Hours Scheduled:	LR	EX	HC
180	0	+4	0

JULY — 22 Days/176 Hours

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

Hours Scheduled:	LR	EX	HC
170	-8	0	0

AUGUST — 22 Days/176 Hours

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

Hours Scheduled:	LR	EX	HC
180	0	+4	0

SEPTEMBER — 22 Days/176 Hours

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

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

OCTOBER — 22 Days/176 Hours

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

Hours Scheduled:	LR	EX	HC
170	-6	0	0

NOVEMBER — 22 Days/176 Hours

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

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

DECEMBER — 22 Days/176 Hours

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

Hours Scheduled:	LR	EX	HC
170	-6	0	+8

EMPLOYEE SIGNATURE	DATE

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