

DEPARTMENT OF HUMAN RESOURCES
ALTERNATE WORK SCHEDULE CALENDAR

2025 MONTHLY CALENDAR

EMPLOYEE NAME (LAST, FIRST MI)			POSITION NUMBER	WWG	CBID
AWWS TYPE 4/10/40	SCHEDULED DAY OFF MONDAY	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 HC 8	21	22	23	24	25
26	27	28	29	30		

Hours Scheduled: 180 LR EX HC
 -2 4 8

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 HC 8	18	19	20	21	22
23	24	25	26	27	28	29

Hours Scheduled: 170 LR EX HC
 0 2 8

MARCH 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	26	27	28	29
30	31 HC 8					

Hours Scheduled: 160 LR EX HC
 -8 0 8

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 EX HC
 0 4 0

MAY 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 HC 8	27	28	29	30	31

Hours Scheduled: 180 LR EX HC
 0 4 8

JUNE 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	26	27	28
29	30					

Hours Scheduled: 160 LR EX HC
 -8 0 0

JULY 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		1	2	3	4 LR2 HOL 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 EX HC
 -2 4 0

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: 180 LR EX HC
 0 4 0

SEPTEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
	1 HC 8	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: 170 LR EX HC
 -6 0 8

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		

Hours Scheduled: 180 LR EX HC
 0 4 0

NOVEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
					31	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	27 LR2 HOL 8	28 LR2 HOL 8	29
30	1					

Hours Scheduled: 170 LR EX HC
 -12 0 0

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 LR2 HOL 8	26	27
28	29	30	31			

Hours Scheduled: 180 LR EX HC
 -2 4 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