

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

**2020 MONTHLY CALENDAR**

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

**JANUARY** 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			1 LR1 HOL 8	2	3	4
5	6 4/4*	7	8	9	10	11
12	13	14	15	16	17	18
19	20 HOL 8	21	22	23	24	25
26	27	28	29	30	01/20 is split 4/4*	

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

**FEBRUARY** 21 Days/168 Hours

S	M	Tu	W	Th	F	S
					31	1
2	3 4/4*	4	5	6	7	8
9	10	11	12	13	14	15
16	17 HOL 8	18	19	20	21	22
23	24	25	26	27	28	29
02/17 is split 4/4*						

Hours Scheduled: LR EX HC  
 169 0 +1 0

**MARCH** 22 Days/176 Hours

S	M	Tu	W	Th	F	S
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	30 4/4*	31 LR1 HOL 8				

Hours Scheduled: LR EX HC  
 177 -1 +1 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 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  
 178 0 +2 0

**MAY** 21 Days/168 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 HOL 8	26	27	28	29	30
31	05/25 is split 4/4*					

Hours Scheduled: LR EX HC  
 169 0 +1 0

**JUNE** 22 Days/176 Hours

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

Hours Scheduled: LR EX HC  
 169 -7 0 0

**JULY** 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			1	2	3	4 HC 8
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
26	27	28	29	30		

Hours Scheduled: LR EX HC  
 178 0 +2 +8

**AUGUST** 22 Days/176 Hours

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

Hours Scheduled: LR EX HC  
 177 0 +1 0

**SEPTEMBER** 22 Days/176 Hours

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

Hours Scheduled: LR EX HC  
 178 0 +2 +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 4/4*	13	14	15	16	17
18	19	20	21	22	23	24
25	26 4/4*	27	28	29	30	31

Hours Scheduled: LR EX HC  
 178 0 +2 0

**NOVEMBER** 22 Days/176 Hours

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

Hours Scheduled: LR EX HC  
 169 -10 0 0

**DECEMBER** 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			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 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