

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 TUESDAY A | WORK WEEK BEGINS TUESDAY MIDDAY* | OFFICE NAME | |

JANUARY 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 |
| | 9 | 4/4* | 9 | 9 | 9 | |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| | 9 | -- | 9 | 9 | 9 | |
| 19 | 20 LR1 HOL 8 | 21 | 22 | 23 | 24 | 25 |
| | 9 | 4/4* | 9 | 9 | 9 | |
| 26 | 27 | 28 | 29 | 30 | | |
| | 9 | -- | 9 | 9 | | |

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

FEBRUARY 21 Days/168 Hours

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

Hours Scheduled: LR EX HC
 169 -1 +1 0

MARCH 22 Days/176 Hours

| S | M | Tu | W | Th | F | S |
|----|----|-------------|---------------------|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | 9 | 4/4* | 9 | 9 | 9 | |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| | 9 | -- | 9 | 9 | 9 | |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| | 9 | 4/4* | 9 | 9 | 9 | |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | 9 | -- | 9 | 9 | 9 | |
| 29 | 30 | 31 HOL 8 | 03/31 is split 4/4* | | | |
| | 9 | | | | | |

Hours Scheduled: LR EX HC
 177 0 +1 0

APRIL 22 Days/176 Hours

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

Hours Scheduled: LR EX HC
 178 0 +2 0

MAY 21 Days/168 Hours

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

Hours Scheduled: LR EX HC
 169 -1 +1 0

JUNE 22 Days/176 Hours

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

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 |
| | | | 9 | 9 | 9 | HC 8 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| | 9 | 4/4* | 9 | 9 | 9 | |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| | 9 | -- | 9 | 9 | 9 | |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| | 9 | 4/4* | 9 | 9 | 9 | |
| 26 | 27 | 28 | 29 | 30 | | |
| | 9 | -- | 9 | 9 | | |

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

AUGUST 22 Days/176 Hours

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

Hours Scheduled: LR EX HC
 178 0 +2 0

SEPTEMBER 22 Days/176 Hours

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

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

OCTOBER 22 Days/176 Hours

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

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 |
| | 9 | -- | 9 | 9 | 9 | |
| 8 | 9 | 10 | 11 LR1 HOL 8 | 12 | 13 | 14 |
| | 9 | 4/4* | 9 | 9 | 9 | |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| | 9 | -- | 9 | 9 | 9 | |
| 22 | 23 | 24 | 25 | 26 LR1 HOL 8 | 27 LR1 HOL 8 | 28 |
| | 9 | 4/4* | 9 | 9 | 9 | |
| 29 | 30 | 1 | | | | |
| | 9 | -- | | | | |

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 |
| | | | 9 | 9 | 9 | |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| | 9 | 4/4* | 9 | 9 | 9 | |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| | 9 | -- | 9 | 9 | 9 | |
| 20 | 21 | 22 | 23 | 24 | 25 LR1 HOL 8 | 26 |
| | 9 | 4/4* | 9 | 9 | 9 | |
| 27 | 28 | 29 | 30 | 31 | | |
| | 9 | -- | 9 | 9 | | |

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

| | |
|--------------------|------|
| EMPLOYEE SIGNATURE | DATE |
|--------------------|------|

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