

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

**2022 MONTHLY CALENDAR**

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

**JANUARY** 21 Days/168 Hours

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

Hours Scheduled: LR EX HC  
 160 -8 0 +16

**FEBRUARY** 21 Days/168 Hours

S	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7 4/4*	8	9	10	11	12
13	14	15	16	17	18	19
20	21 HOL 8	22	23	24	25	26
27	28	1	02/21 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
			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	26
27	28	29	30	31 LR1 HOL 8		

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

**APRIL** 21 Days/168 Hours

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

Hours Scheduled: LR EX HC  
 169 0 +1 0

**MAY** 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 HOL 8	31	05/30 is split 4/4*			

Hours Scheduled: LR EX HC  
 177 0 +1 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 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

**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 4/4*	12	13	14	15	16
17	18	19	20	21	22	23
24	25 4/4*	26	27	28	29	30
31	1					

Hours Scheduled: LR EX HC  
 169 -7 0 +8

**AUGUST** 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		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	31			

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

09/05 is split 4/4\*

Hours Scheduled: LR EX HC  
 178 0 +2 0

**OCTOBER** 21 Days/168 Hours

S	M	Tu	W	Th	F	S
						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  
 168 0 0 0

**NOVEMBER** 22 Days/176 Hours

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

Hours Scheduled: LR EX HC  
 178 -3 +2 0

**DECEMBER** 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 HOL 8	27	28	29	30	31

12/26 is split 4/4\*

Hours Scheduled: LR EX HC  
 178 0 +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