

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

**2025 MONTHLY CALENDAR**

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

**JANUARY** 22 Days 176 Hours

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

Hours Scheduled: LR EX HC  
 177 -1 1 0

**FEBRUARY** 21 Days 168 Hours

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

Hours Scheduled: LR EX HC  
 169 -1 1 0

**MARCH** 21 Days 168 Hours

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

Hours Scheduled: LR EX HC  
 169 -1 1 0

**APRIL** 22 Days 176 Hours

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

Hours Scheduled: LR EX HC  
 169 -7 0 0

**MAY** 22 Days 176 Hours

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

Hours Scheduled: LR EX HC  
 178 -1 2 0

**JUNE** 21 Days 168 Hours

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

Hours Scheduled: LR EX HC  
 169 0 1 0

**JULY** 22 Days 176 Hours

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

Hours Scheduled: LR EX HC  
 177 -1 1 0

**AUGUST** 22 Days 176 Hours

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

Hours Scheduled: LR EX HC  
 178 0 2 0

**SEPTEMBER** 22 Days 176 Hours

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

Hours Scheduled: LR EX HC  
 178 -1 2 0

**OCTOBER** 22 Days 176 Hours

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

Hours Scheduled: LR EX HC  
 169 -7 0 0

**NOVEMBER** 22 Days 176 Hours

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

Hours Scheduled: LR EX HC  
 178 -3 2 0

**DECEMBER** 22 Days 176 Hours

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

Hours Scheduled: LR EX HC  
 177 -1 1 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