

DEPARTMENT OF HUMAN RESOURCES
ALTERNATE WORK SCHEDULE CALENDAR

2021 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 21 Days/168 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 HC 8	19	20	21	22	23
24	25	26	27	28	29	30
31						

Hours Scheduled: LR EX HC
 170 -2 +2 +8

FEBRUARY 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 HC 8	16	17	18	19	20
21	22	23	24	25	26	27
28	1					

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

MARCH 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	26	27
28	29	30	31 LR2 HOL 8			

Hours Scheduled: LR EX HC
 180 -2 +4 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	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Hours Scheduled: LR EX HC
 180 0 +4 0

MAY 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: LR EX HC
 160 -8 0 +8

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	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Hours Scheduled: LR EX HC
 180 0 +4 0

JULY 22 Days/176 Hours

S	M	Tu	W	Th	F	S
				1	2	3
4	5 HC 8	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: LR EX HC
 180 0 +4 +8

AUGUST 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	31				

Hours Scheduled: LR EX HC
 170 -6 0 0

SEPTEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
			1	2	3	4
5	6 HC 8	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: LR EX HC
 180 0 +4 +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
31	1					

Hours Scheduled: LR EX HC
 170 -6 0 0

NOVEMBER 22 Days/176 Hours

S	M	Tu	W	Th	F	S
		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 LR2 HOL 8	26 LR2 HOL 8	27
28	29	30	1			

Hours Scheduled: LR EX HC
 180 -6 +4 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 HC 8
26	27	28	29	30	31	

Hours Scheduled: LR EX HC
 180 0 +4 +8

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

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