

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

**2026 MONTHLY CALENDAR**

PATTERN 5

EMPLOYEE NAME (LAST, FIRST MI)		POSITION NUMBER	WWG	CBID
AWWS TYPE 4/10/40	SCHEDULED DAY OFF TUE	WORK WEEK BEGINS	OFFICE NAME	

**JANUARY** 21 Days/168 Hours

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

Hours Scheduled: 170 LR -4 EX 2 HC 0

**FEBRUARY** 21 Days/168 Hours

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

Hours Scheduled: 170 LR -2 EX 2 HC 0

**MARCH** 22 Days/176 Hours

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

Hours Scheduled: 170 LR -6 EX 0 HC 8

**APRIL** 22 Days/176 Hours

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

Hours Scheduled: 180 LR 0 EX 4 HC 0

**MAY** 21 Days/168 Hours

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

Hours Scheduled: 170 LR -2 EX 2 HC 0

**JUNE** 22 Days/176 Hours

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

Hours Scheduled: 170 LR -6 EX 0 HC 0

**JULY** 22 Days/176 Hours

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

Hours Scheduled: 180 LR 0 EX 4 HC 8

**AUGUST** 22 Days/176 Hours

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

Hours Scheduled: 180 LR 0 EX 4 HC 0

**SEPTEMBER** 22 Days/176 Hours

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

Hours Scheduled: 170 LR -8 EX 0 HC 0

**OCTOBER** 22 Days/176 Hours

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

Hours Scheduled: 180 LR 0 EX 4 HC 0

**NOVEMBER** 22 Days/176 Hours

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

Hours Scheduled: 170 LR -12 EX 0 HC 0

**DECEMBER** 22 Days/176 Hours

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

Hours Scheduled: 180 LR -2 EX 4 HC 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