

ALTERNATE WORK SCHEDULE CALENDAR

2025 MONTHLY CALENDAR

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

JANUARY

22 Days/176 Hours

S	M	Tu	W	Th	F	S
			1 LR2 HOL 8	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 LR2 HOL 8	21 --	22 10	23 10	24 10	25
26	27 10	28 --	29 10	30 10		

Hours Scheduled: 180 LR -4 EX 4 HC 0

FEBRUARY

21 Days/168 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 LR2 HOL 8	18 --	19 10	20 10	21 10	22
23	24 10	25 --	26 10	27 10	28 10	

Hours Scheduled: 170 LR -2 EX 2 HC 0

MARCH

21 Days/168 Hours

S	M	Tu	W	Th	F	S
						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 LR2 HOL 8					

Hours Scheduled: 170 LR -2 EX 2 HC 0

APRIL

22 Days/176 Hours

S	M	Tu	W	Th	F	S
		1 --	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 10	26
27	28 10	29 --	30 10			

Hours Scheduled: 170 LR -6 EX 0 HC 0

MAY

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 LR2 HOL 8	27 --	28 10	29 10	30 10	31

Hours Scheduled: 180 LR -2 EX 4 HC 0

JUNE

21 Days/168 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					

Hours Scheduled: 170 LR 0 EX 2 HC 0

JULY

22 Days/176 Hours

S	M	Tu	W	Th	F	S
		1 --	2 10	3 10	4 LR2 HOL 8	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 10	26
27	28 10	29 --	30 10			

Hours Scheduled: 170 LR -8 EX 0 HC 0

AUGUST

22 Days/176 Hours

S	M	Tu	W	Th	F	S
				31 10	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 10	26 --	27 10	28 10	29 10	30
31						

Hours Scheduled: 180 LR 0 EX 4 HC 0

SEPTEMBER

22 Days/176 Hours

S	M	Tu	W	Th	F	S
	1 LR2 HOL 8	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 -8 EX 0 HC 0

OCTOBER

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

NOVEMBER

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 HC 8	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 LR2 HOL 8	28 LR2 HOL 8	29
30	1 10					

Hours Scheduled: 180 LR -4 EX 4 HC 8

DECEMBER

22 Days/176 Hours

S	M	Tu	W	Th	F	S
		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 LR2 HOL 8	26 10	27
28	29 10	30 --	31 10			

Hours Scheduled: 170 LR -8 EX 0 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