

Name \_\_\_\_\_

Month: \_\_\_\_\_  
Year: 2004

VL Accrual Rate \_\_\_\_\_ Hr/Mo  
Max VL Accrual \_\_\_\_\_ Hr  
SL Accru: 8 \_\_\_\_\_ Hr/Mo

Date	Hrs. Worked	Number of Hours					Hrs Earned (x1/2)		Remarks
		Vac. Lv	Sick Lv	LWOP	Comp. tim	TOTAL	Comp tim		
1						0			
2						0			
3						0			
4						0			
5						0			
6						0			
7						0			
8						0			
9						0			
10						0			
11						0			
12						0			
13						0			
14						0			
15						0			
16						0			
17						0			
18						0			
19						0			
20						0			
21						0			
22						0			
23						0			
24						0			
25						0			
26						0			
27						0			
28						0			
29						0			
30						0			
31						0			
	0	0	0	0	0	0	0		

	Vacation	Sick Lv	Comp Time	
Balance Forward	0	0	0	Signature _____ per e-mail
Used	0	0	0	
Sub total	0	0	0	Date _____
Earned	0	8	0	
Balance	0	8	0	

Percentage	Account-Fund-Org-Prog-Proj-Flex	Usage		
		Vacation	Sick Lea	Comp Time
		0.00	0.00	0.00
		0.00	0.00	0.00
-	0	0.00	0.00	0.00
-	0	0.00	0.00	0.00
-	<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>