

Report Adverse Weather Taken - Non-Exempt Leave Report

Pay Period: 01/01/2018 through 01/31/2018
Beginning Ending

Earn Code	TYPE OF LEAVE	HOURS
170	Vacation Leave	
180	Sick Leave	
195	Bonus Leave	
415	Leave Without Pay (LWOP may not be recorded in less than full day (8 hour or multiples of 8 hour increments))	
199	Community Involvement	
167	Military Leave	
196	Annual Special Leave	
	Civil Leave	
	Other Management Approved Leave	
	Family Medical Leave (FMLA)	

Comments: Adverse Weather taken - 1/17 - 4 hrs, 1/19 - 4 hrs | 1/18 worked from home

Adverse Weather Leave Repaid - Non-Exempt Leave Report

Pay Period: 02/01/2018 through 02/28/2018
Beginning Ending

Earn Code	TYPE OF LEAVE	HOURS
170	Vacation Leave	4
180	Sick Leave	
195	Bonus Leave	
415	Leave Without Pay (LWOP may not be recorded in less than full day (8 hour or multiples of 8 hour increments))	4
199	Community Involvement	
167	Military Leave	
196	Annual Special Leave	
	Civil Leave	
	Other Management Approved Leave	
	Family Medical Leave (FMLA)	

Comments: Applied to Adverse Weather: 4 hrs - Vacation, 4 hrs LWOP

